

CITY OF COQUITLAM

SIGN BYLAW NO. 3873, 2008

Original Adoption – May 05, 2008

- 1. Amended – June 2012**
- 2. Amended – November 2012**
- 3. Amended – January 2014**
- 4. Amended – July 2014**
- 5. Amended – May 2015**
- 6. Amended – January 2023**
- 7. Amended – June 2025**

PART 1 INTRODUCTION

1.0 Name of Bylaw

This Bylaw may be cited for all purposes as the “City of Coquitlam Sign Bylaw No. 3873, 2008.”

2.0 Repeal of Existing Bylaw

The City of Coquitlam Sign Bylaw No. 3500, 2000, as amended, is hereby repealed in its entirety.

3.0 Definitions

- 3.1 In this Bylaw, unless the context otherwise requires, the following words have the following meanings:

ABANDONED SIGN means any *sign* which no longer correctly advertises or identifies a bona fide *business*, owner, lessor, product, service, or activity associated with a *lot*, *premises*, or *building* on which such *sign* is situated.

ADVERTISING SIGN means any *sign* which advertises or identifies a *business*, service, or activity conducted within the *premises* or on the *lot* on which the *sign* is located, or which advertises or identifies goods or services for sale or otherwise obtainable within the *premises* or on the *lot* on which the *sign* is located.

ANIMATED SIGN means any *sign* which includes action, motion or multiple colour changes on all, or any part of, the *sign*.

AWNING means a weather protection device composed of non-rigid material supported entirely from the exterior wall of a *building* by a fixed or retractable frame, and where at least 80% of the *length* of the *awning* projects a minimum of 1.0 metre from the face of a *building*.

AWNING SIGN means a *sign* painted on or affixed flat against the surface of an *awning*, which does not extend vertically or horizontally beyond the limits of the *awning* on which it is painted on, or affixed to.

BALCONY SIGN means a *sign* mounted on, or supported on, a balcony or balcony railing.

BALUSTRADE means a protective barrier at the edge of openings in floors, or at the side of stairs, landings, balconies, mezzanines, galleries, raised walkways, or other locations, to prevent accidental falls from one level to another, and may be solid or may have openings through it.

BANNER SIGN means a *sign* which is composed of lightweight material, including nylon, vinyl, *cloth*, canvas or similar fabric, but does not include an *awning* affixed to a *building*, and either a free-flying flag or a decorative banner which contains no words or *logos*.

BENCH SIGN means a *sign* forming part of a bench located on public property at a bus stop, rest area or park.

BILLBOARD SIGN means an exterior structure, painting, or display which contains only third-party advertising.

BUILDING means a structure, wholly or partly enclosed by a *roof supported* by walls or columns, and used for the shelter or accommodation of *persons*, animals, chattels or things, but does not include tents or recreational vehicles.

BUS SHELTER means a covered structure intended to shelter bus patrons within or above public property located at a bus stop that is in *use* by buses operated by a public transit authority.

3.0 Definitions

3.1 **BUSINESS** means the carrying on of a commercial or industrial undertaking of any kind or nature, or the providing of professional or other services for the purpose of gain or profit.

BYLAW ENFORCEMENT OFFICER means a *Bylaw Enforcement Officer* appointed by *Council* from time to time, and any successor in title.

CANOPY means a rigid weather protection device which is supported entirely from a *building*, and projects beyond the *building* face to provide weather protection, and where at least 80% of the *length* of the *canopy* projects a minimum of 1.0 metre from the face of the *building*.

CANOPY SIGN means a *sign* which is painted on, attached to, or constructed in or on the face of a *canopy*.

CHANGEABLE COPY (ELECTRONIC) SIGN means a *sign* in or on which the information that is displayed can be changed automatically by means of the electronic switching of lamps or illuminated tubes in one colour.

CHANGEABLE COPY (MANUAL) SIGN means a *sign* in or on which the information that is displayed can be changed manually using detachable letters, characters, numbers, or graphics.

CHARTER means the *Community Charter*, S.B.C. 2003, c. 26, as amended from time to time.

CITY means the *City of Coquitlam*.

CIVIC USE means a *use* providing for public functions and includes, but is not limited to, federal, provincial and municipal offices, schools, colleges, hospitals, community centres, courts, police stations, jails, libraries, museums, parks, playgrounds, cemeteries, *streets*, works yards and waterways.

CLEARANCE means the minimum unobstructed vertical distance between the bottom of a *sign* and the *grade* beneath the *sign*.

COMPREHENSIVE SIGN PLAN means a plan which coordinates all the *signs* and *sign* types for a *building*, a group of *buildings*, or a multi-tenant complex on a *lot*, or a *sign* proposal for two or more adjoining *lots*.

COPY means the letters, characters, numbers or graphics which make up the message on a *sign*, but does not include the background colour.

COPY AREA means the area within a square, rectangle, triangle or circle, or a combination of these figures, which encloses all of the *copy* on a *sign*.

COUNCIL means the *City Council* of the *City of Coquitlam*.

CURB LINE means the line at the face of the curb closest to the *sign*, or in the absence of a curb, the edge of the road pavement closest to the *sign*.

3.0 Definitions

- 3.1 **DEVELOPMENT SIGN** means a *sign* advertising a new development which may include the name, nature and particulars of the development, the names of the developer, contractors, subcontractors, consultants, and a *logo* identifying the project.

DIRECTIONAL SIGN means any *sign* which only communicates information regarding pedestrian or vehicular movement on the *premises* or *lot* on which the *sign* is located.

DIRECTORY SIGN means a *fascia sign*, a *window sign* or a *freestanding sign* which provides address information regarding the tenants in a multiple residential, commercial, or industrial or institutional development.

EXISTING SIGN means any *sign* lawfully placed on a *lot* or *premises* before adoption of this Bylaw.

EXTERIOR LOT CORNER means the point of intersection of the *exterior side lot line* and the *front lot line*.

EXTERIOR SIDE LOT LINE means the *lot line* or lines not being the front or rear *lot line*, common to the *lot* and a *street* or roadway. Where the *lot* is a *strata lot*, the *exterior side lot line* is defined by a roadway instead of a *street*.

FASCIA SIGN means any flat *sign* affixed or painted parallel to the face or wall of a *building*, which does not project more than 0.35 metres from the face of the wall to which it is attached, and does not extend beyond the horizontal *length* or above the *roof line* of the *building* to which it is attached.

FLASHING SIGN means a *sign* which contains an intermittent or flashing light source or which includes the illusion of intermittent or flashing light by means of animation or an externally mounted light source, but does not include a *changeable copy (electronic) sign*.

FREESTANDING SIGN means a *sign* which is attached to the ground and independent of any *building* or structure located on the same *lot* on which the *sign* is situated, including a free-flying flag with words and/or *logos*, but not including a *billboard sign*.

FRONT LOT LINE means the *lot line* or lines common to the *lot* and a fronting *street*, or where there is more than one fronting *street*, the *lot line* or lines common to either one of the fronting *streets*. For a panhandle-shaped *lot*, the *lot line* which is the rear *lot line* of the *lot* adjacent to the panhandle portion is considered to be the *front lot line*. Where the *lot* is a *strata lot*, the front line is defined by a roadway instead of a fronting *street*.

FRONTAGE means that *length* of a *lot* boundary which abuts a *street*, other than a *lane*.

3.0 Definitions

3.1 **GENERAL MANAGER PLANNING AND DEVELOPMENT** means the *person* appointed from time to time by *Council* as the *General Manager Planning and Development*, and any successor in title, and his or her designate.

GRADE means the finished ground surface directly below the *sign*. For any *sign* encroaching into a *street*, *grade* means the surface of the sidewalk or boulevard adjacent to the *sign*.

HEIGHT means the vertical distance from the *grade* to the highest point of a *sign*.

HOARDING SIGN means a *sign* erected upon hoarding surrounding a development for the purpose of advertising during construction, which may include the name, logo, nature and particulars of the development, sales information, photographs or artistic renderings of the development, the names and logos of the developer, contractors, subcontractors, and consultants.

HOME OCCUPATION SIGN means a non-illuminated *sign* identifying the name and/or occupation of the occupant of a *building* carrying on an accessory home occupation *use* in accordance with the provisions of the *Zoning Bylaw*.

IDENTIFICATION SIGN means a *sign* which is limited to the name, *logo*, address, and/or number of a *building*, institution or *person*, and describes the activity carried on in the *building* or the occupation of the *person*, but does not contain any other advertising.

ILLUMINATED SIGN means a *sign* designed to give forth any artificial light, either directly from a source of light incorporated in, or connected with, such a *sign*, or indirectly from an artificial source, so shielded that no direct illumination will cause lighting overspill to residential units on upper floors in mixed *use* developments.

INFLATABLE SIGN means an inflated three-dimensional device which incorporates a *sign* or serves to attract attention for advertising purposes and is anchored or affixed to a *building* or *lot*.

INFORMATION PLAQUE means a *sign* that conveys a message about a *building*, *lot*, historical event or object of interest.

LANE means every roadway, or right of way that is 8.0 metres or less in width which offers only a secondary means of access to a *lot* at its side or rear.

LENGTH means the horizontal distance measured from one outer limit to the other of the *sign*.

LOGO means a symbolic representation not including any words, names or numbers unless part of a registered trademark, which is used exclusively to simplify advertising of a product, *business*, service, or activity, and which contains no additional identification, information or message.

3.0 Definitions

- 3.1 **LOT** means any parcel, block or other area in which land is held or into which land is subdivided, including a *strata lot* as defined in the *Zoning Bylaw*.

LOT LINE means the boundary of a *lot*.

MANAGER BYLAW AND ANIMAL CONTROL means the *person* appointed from time to time by *Council* as the *Manager Bylaw and Animal Control*, and any successor in title, and his or her designate.

MANSARD ROOF means any portion of a *roof* which has a pitch of 30 degrees or less when measured against a vertical *plane*.

MAXIMUM CLEARANCE HEIGHT SIGN means a *sign* in the form of a *freestanding* or *fascia sign* which is only used to communicate information about the maximum vehicle clearance height.

MENU SIGN means a *sign* painted on or affixed to a *vending cart* or *vending vehicle*, a *sign* in the form of a *freestanding* or *fascia sign* erected as part of a drive-in *business* or drive-in restaurant, used to display and order products available in association with the *business*.

NON-COMPLIANT SIGN means any *sign* that is not wholly in conformity with this Bylaw.

PARAPET means an extension of a vertical wall upwards above the *roof* line, including a mansard-type structure.

PERMIT means an authorization in writing issued by the *General Manager Planning and Development* pursuant to this Bylaw.

PERSON means any legal entity, including an individual, firm, society, co-operative, association, organization, partnership, trust company, or corporation.

PORTABLE SIGN means a *sign* which is self-supporting, easily moved, and not permanently attached to the ground, a *building*, or a vehicle.

POSTER means any bill or notice, including, but not limited to, those constructed of paper, cardboard, cloth, canvas, plastic, or similar non-rigid material, whether intended to be temporary or permanent, and which is affixed to public property and not installed by the *City*, and which contains direction, information, identification or advertisement, but does not include a permanent *sign* for which a *permit* is required and has been issued by the *City* in accordance with this bylaw, as amended, or any successor bylaws, or material related to a court order or court process.

PRE-MENU SIGN means a *sign* in the form of a *freestanding* or *fascia sign* erected as part of a drive-in *business* or drive-in restaurant and only used to display products available in association with the *business*.

PREMISES means an area of land, or a *building*, or portion of a *building*.

3.0 Definitions

3.1 **PREMISES FRONTAGE** means the *length* of the side of a *building*, regardless of the number of storeys, which abuts or faces a *street* or contains main pedestrian entrances to the *building* or portion of the *building*.

PRINCIPAL USE means the main purpose for which land, *buildings*, or structures are used.

PROFESSIONAL ENGINEER means an engineer in good standing registered with the Association of *Professional engineers* of British Columbia.

PROHIBITORY SIGN means a *sign* erected by a federal, provincial, or municipal government that prohibits certain *uses* or activities on a public or private property by virtue of powers granted by law to the relevant authority.

PROJECTING SIGN means a *sign*, other than an *awning*, a *canopy* or a *fascia sign*, which is attached to and projects from a structure or a *building* face or wall.

REAL ESTATE SIGN means any *sign* indicating that the *building*, *premises* or the *lot* on which the *sign* is located is for sale, rent or lease.

REVOLVING SIGN means any *sign* or portion of a *sign* which revolves or partly revolves.

ROOF means the top enclosure of any *building*, and includes any extension or overhang of such enclosure beyond an exterior wall.

ROOF LINE means the higher of either the line which is made by the intersection of an exterior wall of a *building*, including penthouses, and the *roof* covering, or the top outline of a *parapet* wall or of a *mansard roof* and such a line or outline located on a *building* face.

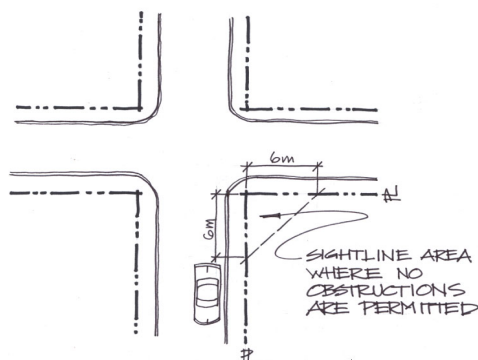
ROOF SIGN means a *sign* erected upon or above a *roof* or *parapet* of a *building*, or a *sign* affixed to a *building* and extending above the *roof* line of the *building*.

SANDWICH BOARD SIGN means any one or two or multi-faced non-illuminated *sign* which is portable and directs attention to a *business*, commodity, service or entertainment offered on the *premises* or *lot* on which the *sign* is located.

SEARCH LIGHT means one or more permanently installed or portable devices housing a light source and/or reflectors for producing and projecting light beams and includes the projected light, aerial lights, beacon lights, laser lights, strobe lights, spotlights and beams, and other similar devices or special effects used to attract attention to a site by projecting or reflecting light into the sky.

3.0 Definitions

- 3.1 **SIGHTLINE AREA** means the 6.0 metre by 6.0 metre triangular area at a *street* corner. The *sightline* will be measured from the intersection of the property lines adjoining the *streets* as illustrated below:



SIGN means any device, visual representation, notice or medium, including its structure and other components that is intended to advertise, identify, or communicate information or attract the attention of the public for any purpose. Without limiting the generality of the foregoing, *sign* includes any symbols, letter, figures, illustrations or painted forms, but does not include either a free-flying flag, a decorative *banner* which contains no words or *logos*, or a *poster*.

SIGN AREA means the total area calculated within the outer edge of the frame or border of the material on which advertising is placed, but does not include additions which are purely decorative or ornamental which are separately attached to the *sign* or supporting structure, to a maximum of 20% of the *sign area*, provided these additions do not contain a *logo*, symbol, representation, insignia, illustration or other form of advertising.

Where a *sign* has no frame, border or background, the *sign area* is the area contained within the shortest line surrounding the whole group of letters, symbols, or figures.

Where the *sign* is a *freestanding sign*, the *sign area* is the total area of all *sign faces*.

Where the *sign* is a three-dimensional *sign* with no easily measurable face, the *sign area* is one-half the total area of all the vertical *sign faces* encompassing the *sign*.

SIGN FACE means the entire area of a *sign* on which the *sign copy* could be placed, and for a *freestanding sign* each surface with or without a message whether the front, back or side of the *sign*.

3.0 Definitions

3.1 **SPECIAL EVENT** means, for the purposes of this Bylaw only, the opening date of a place of *business*, a change of proprietorship, name or *use* of a *business*, or a sale or promotion for a *business*.

STRATA LOT means a *strata lot* contained within a bare land strata plan as defined in the Strata Property Act, S.B.C. 1998, c. 43, as amended from time to time.

STREAMER SIGN means a *sign* made of one or more ribbons attached at one end.

STREET means every highway, road, or right-of-way greater than 8.0 metres in width, *designed* or intended for or used by the general public for the passage of pedestrians or vehicles, and over which the *City* has control.

SUBDIVISION ENTRY SIGN means a permanent *sign* affixed to the ground that provides identification of a residential subdivision.

TEMPORARY EMERGENCY SIGN means a *sandwich board sign*, a *time-limited sign*, a *directional sign*, and/or a *window sign* temporarily used to communicate essential *business* or health and safety information related to an emergency or pandemic as declared by the *City* or the Government of British Columbia.

THIRD PARTY SIGN means a *sign* which directs attention to a *business*, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the *premises*, *lot* or *street* on which the *sign* is located.

TIME-LIMITED SIGN means a *sign* which is *permitted* for a limited period of time as specified in this Bylaw, and includes *election signs*.

TRANSIT SIGN means any *sign* painted or affixed to a *bus shelter*, or a courtesy bus bench, or a bike rack.

UNDER-AWNING SIGN means a *sign* which is suspended from and entirely under the *awning*.

UNDER-CANOPY SIGN means a *sign* which is suspended from and entirely under the *canopy*.

USE means the purpose for which any *lot*, *building* or structure is designed, arranged or intended, or for which it is occupied or maintained.

VEHICLE SIGN means a *sign* erected on or attached to a vehicle where the principal purpose of the vehicle is to serve as a *sign* or a *sign* support structure.

VENDING CART means a self-contained mobile apparatus or other non-motorized vehicle, excluding a *vending vehicle*, used for the sale of goods, wares, merchandise or foodstuffs, that remains stationary, even when not serving customers.

VENDING VEHICLE means a self-contained motorized vehicle used for the sale of goods, wares, merchandise or foodstuffs that remains stationary, even when not serving customers.

3.0 Definitions

- 3.1 **WINDOW SIGN** means any *sign* painted on, attached to or installed in the inside or outside of a window or glazed area of a door for the purpose of viewing from outside the *premises*, but does not include the merchandise located in the window.

ZONE means a *zone* established pursuant to the *Zoning Bylaw*.

ZONING BYLAW means the *City of Coquitlam Zoning Bylaw* No. 3000, 1996, as amended from time to time.

Words that are not defined in this Bylaw will have the definition assigned to them in the *Zoning Bylaw*, if defined in that bylaw.

PART 2 GENERAL PROVISIONS

4.0 Application of Bylaw

4.1 This Bylaw applies to regulate all signs located in the *City*.

5.0 Authority

Except as otherwise provided, the *General Manager Planning and Development* is authorized to administer this *Bylaw*, which includes the authority to receive applications for *Sign Permits*, to approve *Sign Permit* applications with or without conditions, or to reject such applications, to collect fees and to issue *permits* in accordance with part 6 of the *Bylaw*.

6.0 Application of Zoning Bylaw

- 6.1 The *zones* described in the *Zoning Bylaw* are hereby included in this Bylaw. Where the regulations contained in this Bylaw concerning *signs* conflict with the regulations governing signs in the *Zoning Bylaw*, the regulations in the *Zoning Bylaw* will prevail.

7.0 Existing Signs

- 7.1 An *existing sign* may remain on that *lot* or *premises* after the adoption of this Bylaw as a legal non-conforming *existing sign*, even if the *sign* does not conform to the provisions of this Bylaw, provided that:
- (a) the *existing sign* is not re-erected, altered, enlarged, *upgraded* or moved, or otherwise materially altered after the adoption of this Bylaw, unless such actions result in the *sign* fully conforming with this Bylaw; and
 - (b) the *existing sign* may be altered or a new *sign* added provided that:
 - i. plans for the *sign* have been approved and a *permit* issued; and
 - ii. the wording, size, construction and location of the *sign* fully conforms with this Bylaw.
 - (c) the *existing sign* is maintained in a safe condition. Determinations as to whether the *existing sign* is being maintained in a safe condition will be made by the *General Manager Planning and Development*, and that decision will be final.
- 7.2 For the purpose of sub-section 7.1(a), a change in letters, colour or plastic panel is not considered a material change to the sign, unless the change refers to a new *business* on a *lot* or *premises* or change in *principal use* on the *lot* or *premises*.

8.0 Effective Date

8.1 This Bylaw will come into force and take effect on the date of final adoption.

PART 3 PROHIBITIONS

9.0 Prohibitions Concerning Signs

- 9.1 No *person*, or owner or occupier of a *lot*, or *premises*, will erect, allow, or cause to be erected, a *sign* on any *lot*, *premises* or *street* unless this *sign* is erected in accordance with all of the provisions of this Bylaw.
- 9.2 No *person*, or owner or of a *lot*, or *premises* will erect, allow, or cause to be erected, any of the following types of *signs*, unless expressly otherwise *permitted* in this Bylaw:
- (a) a *sign* on a motor vehicle, except an *identification sign* or a *sign* placed on a taxicab;
 - (b) a *sign* having the shape or colour of a traffic control device (as referred to in the Motor Vehicle Act, as amended from time to time);
 - (c) a *sign* on a *street*;
 - (d) a *sign* which emits sound, odour or matter;
 - (e) a *sign* with a wind-activated device, ribbon or banner, excluding a free-flying flag;
 - (f) a *balcony sign*;
 - (g) a *banner sign*;
 - (h) a *roof sign*;
 - (i) a *streamer sign*;
 - (j) an *animated sign*;
 - (k) a *flashing sign*;
 - (l) a *revolving sign*;
 - (m) an *inflatable sign*;
 - (n) a *billboard sign*;
 - (o) a *third-party sign*;
 - (p) a *search light*;
 - (q) *portable signs*;
 - (r) a *sign* in a *sightline area*;
 - (s) a *sign* which interferes with a traffic control device;
 - (t) a *sign* which obstructs any means of access or egress including part of a door opening, window opening, passageway, fire escape, walkway, vehicular driveway or similar feature;
 - (u) a *sign* which interferes with the visibility at an access to or egress from a *street*, or at the intersection of *streets*;
 - (v) a *sign* which creates a potential or real hazard to the safe, efficient movement of vehicular or pedestrian traffic.

9.0 Prohibitions Concerning Signs

- 9.3 A *third-party sign* for community associations that are proposed for a City-owned property or *street*, or an *animated sign* may be authorized by Council provided the signs are either in the form of a *freestanding sign* or a *fascia sign* and meet all other requirements in this bylaw including the *sign area*, *height*, dimensions and setbacks for *freestanding signs* or *fascia signs* of the *zone* for which they are proposed.
- 9.4 No *person*, or owner or occupier of a *lot* or *premises* will erect a *sign* located in a *street* under the jurisdiction of the Province of British Columbia, unless this *sign* meets any requirements established by the Ministry of Transportation and Highways.
- 9.5 No *person*, owner or occupier of a *lot* or *premises* will erect or allow or cause to be erected a *sign*, *guy*, *stay* or attachment thereto, which interferes with, or comes within 0.6 metres at its outer edge from, any electric light, power, telephone or telegraph wires or their supports.
- 9.6 No *person*, owner or occupier of a *lot* or *premises*, will erect or allow or cause to be erected, a *sign* that is located within a right-of-way on any *lot*, unless written consent to do so has been obtained from all the parties to the right-of-way, and evidence of this consent in has been provided to the *City* in writing along with a title search for the *lot*, and copies of the right-of-way instrument, in advance of erecting the *sign*.
- 9.7 No *person*, or owner or occupier of a *lot* will allow an *abandoned sign* to be erected or maintained on a *lot* or *premises*.
- 9.8 No *person*, or owner or occupier of a *lot* or *premises* will allow a *time-limited sign* for which a *permit* has been obtained to remain erected on a *lot* or *premises* for more than twenty-four (24) hours following the expiration of the *permit* or within ninety-six (96) hours of the termination of the event referred to in the *time-limited sign*, whichever occurs first.
- 9.9 No *person*, or owner or occupier of a *lot* or *premises* will *permit* a *sign* that is erected on the *lot* or *premises* to fall into disrepair, or become, or remain in, an unsightly, unclear, unsafe or hazardous condition.
- 9.10 No *person*, or owner or occupier of a *lot* or *premises* will *permit* the accumulation of weeds, debris, rubbish or other materials within 6.0 metres of the *sign*.
- 9.11 No *person*, or owner or occupier of a *lot*, or *premises* will *permit* the erection of a *sign* on that *lot* or *premises* that exceeds the *sign area* specified in the *permit* for that *sign* or *permitted* in this Bylaw.

9.0 Prohibitions Concerning Signs

- 9.12 No *person*, or owner or occupier of a *lot* or *premises* on which a *sign* is erected and for which *proof* of insurance was required in order to obtain a *permit*, will allow the insurance policy for the *sign* in question to lapse during the life of that *sign*.
- 9.13 No *person*, or owner or occupier of a *lot* or *premises* on which a *sign* is erected and attached to a *building* or structure will *permit* the *sign* to be attached with guy wires, braces, brackets, frames or other supporting members that visibly project more than 0.35 metres beyond the *sign area*.
- 9.14 No *person*, or owner or occupier of a *lot* on which a *sign* that *uses* electricity is erected will *permit* such *sign* to be erected unless this sign:
- (a) conforms to the specifications established by the Canadian Standards Association or Provincial Equivalent;
 - (b) is constructed, installed and approved in accordance with all applicable codes, including the BC Building Code;
 - (c) contains weatherproofing for all fixtures, switches, and wiring, except if the *sign* is contained in a permanent rigid sealed structure which ensures that the electrical installation is kept dry at all times;
 - (d) displays a label of *approval* in a prominent position on the *sign*, which label must contain the following information:
 - i. the name of the manufacturer;
 - ii. the date of manufacture;
 - iii. evidence of Canadian Standards Association;
 - iv. the operating amperage and voltage; and
 - v. unless the *sign* is a *freestanding sign*, the *gross weight* of the *sign*.
- 9.15 No *person*, or owner or occupier of a *lot* on which a *sign* that *uses* electricity will *permit* such *sign* to be erected unless the wiring is concealed, self contained or pre-wired to an adjacent power source. For greater certainty, overhead wiring for electrical signs is not permitted on any *sign*.
- 9.16 No *person*, or owner or occupier of a *lot*, will erect a *sign* in the *City* unless they have applied for, and obtained, a *permit* to do so as required by this Bylaw.

PART 4 SIGNS NOT REQUIRING A PERMIT

10.0 Exempt Signs

10.1 A *permit* is required for all *signs* erected in the *City*, except for the following *signs*, which are exempt from the requirement of a *permit*, provided these signs comply with all structural and safety requirements of the Bylaw:

- (a) a notice issued by the Government of Canada, the Government of British Columbia, a court, or the *City*;
- (b) a *sign* erected by the *City* for any municipal purpose;
- (c) a *sign* located wholly within the interior of a *building*;
- (d) a *sign* erected by Ministry of Transportation exclusively for highway purposes, which *sign* may be illuminated or flashing as required for safety reasons;
- (e) a flag or emblem of a government, civic, philanthropic, educational or religious organization;
- (f) an *information plaque*, or memorial and historical plaque and/or cornerstone, provided that:
 - i. the maximum *sign area* of the plaque does not exceed 1.5 square metres; and
 - ii. not more than 20% of the *sign area* on the plaque is used to identify or advertise any sponsoring organization.
- (g) a *prohibitory sign*;
- (h) an *identification sign* placed on a motor vehicle, including a taxicab;
- (i) one *identification sign* of not more than 0.1 square metres as a *fascia* or *window sign*, is *permitted* for each *business*;
- (j) a *sign* warning of a danger, hazard or other safety condition, when it is erected by a public officer in the performance of his or her duty;
- (k) a “Neighbourhood Watch” or “Block Parent”-type *sign*;
- (l) a *sign* indicating on-site security systems, provided that the maximum *sign area* for each *sign* does not exceed 0.1 square metre;

10.0 Exempt Signs

- (m) a *transit sign*, provided that:
 - i. a maximum of four *transit signs* are erected or placed on any *bus shelter* or courtesy bus bench or bike rack;
 - ii. the total *sign area* of all *transit signs* on a *bus shelter* does not exceed 4.5 square metres;
 - iii. the total *sign area* of all *transit signs* on a courtesy bus bench does not exceed 1.5 square metres; and
 - iv. the total *sign area* of all *transit signs* on a bike rack does not exceed a maximum of 0.55 square metres, and each *sign* must not exceed a maximum vertical dimension of 0.3 metres, by a maximum horizontal dimension of 0.9 metres.
- (n) a *sign* stating "Beware of Dog", "No Trespassing", "No Discharge of Firearms" and/or "No Dumping", provided that the maximum *sign area* for each *sign* does not exceed 0.2 square metre;
- (o) a *directional sign* in a parking *lot* or parking area, to a maximum of four *directional signs* at each entrance and/or exit to a *street* or *lane* from the parking *lot*, provided that the *directional sign*:
 - i. is a *fascia sign* or *freestanding sign*;
 - ii. does not have a *sign area* greater than 0.5 square metres, except for those *signs* designated by the Manual of Uniform Traffic Control Services of Canada; and
 - iii. is placed wholly on the *lot* or *premises* where the parking *lot* is located.
- (p) a *development sign*, to a maximum of one *development sign* per *lot*, provided the *development sign*:
 - i. indicates only the name and nature of a development, construction or demolition project, and/or names of the contractors, sub-contractors and professional advisors working on the development project;
 - ii. is placed wholly on the *lot* or *lots* comprising of the development;
 - iii. does not have a *sign area* greater than 6.5 square metres;
 - iv. if a *freestanding sign*, has a maximum *height* of 4.0 metres; and

10.0 Exempt Signs

- v. if located:
 - a. in a residential *zone*, is removed within thirty (30) days of the final occupancy *permit* for the development having been issued by the *City*, or upon the sale of 90% of the *lots* or units in a subdivision or multi-unit development, whichever occurs first; or
 - b. in an agricultural and resource *zone*, a commercial *zone*, an industrial *zone* or an institutional *zone*, is removed within thirty (30) days of the final occupancy *permit* for the development having been issued by the *City*.
- (q) an on-site *real-estate sign* for the duration of the sale of a *building, premises* or *lot*, to a maximum of one *real-estate sign* for each *street frontage* of a *building, premises* or *lot*, and a maximum of four *real-estate signs* per *building, premises* or *lot*, and provided that the *real-estate sign*:
 - i. is a *fascia sign, a freestanding sign* or a *window sign*;
 - ii. is not illuminated;
 - iii. if located:
 - a. in an agricultural and resource *zone*, a commercial *zone*, an industrial *zone*, or an institutional *zone*, does not exceed a *sign area* of 1.0 square metre per *real-estate sign*;
 - b. in a residential *zone* on a *lot* with one or two principal dwelling units, the *sign area*, when all *real-estate signs* on the *building, premises* or *lot* are combined, does not exceed a *sign area* of 1.0 square metre;
 - c. in a residential *zone* on a *lot* other than those with one or two principal dwelling units, does not exceed a *sign area* of 3.5 square metres, when all *real-estate signs* on the *building, premises* or *lot* are combined; and
 - iv. except that only one on-site *freestanding real-estate sign* is permitted for subdivisions or a group of houses for sale within a housing project, provided that this *real-estate sign* does not exceed a *sign area* of 6.5 square metres, a *height* of 4.0 metres and a horizontal or vertical dimension of 4.0 metres.

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- (r) an *advertising sign* in a *zone* permitting an *agricultural use*, advertising the sale of farm produce, to a maximum of one *sign* per *lot* for the duration of the growing season, provided that this *advertising sign* has a maximum *sign area* of 3.0 square metres;
- (s) a *third-party sign* in an *institutional zone*, provided that it complies with the *City's* policy for advertising signage in *City* parks, *buildings* and facilities;
- (t) a *pre-menu sign*, limited to one *pre-menu sign* per drive-through lane provided the *pre-menu sign* does not have a *sign area* greater than 6 square metres;
- (u) *menu signs*, except that for a drive-in *business* or drive-in restaurant they are limited to one *menu sign* per drive-through lane provided the *menu sign* does not have a *sign area* greater than 12 square metres;
- (v) a *maximum clearance height sign*;
- (w) a *temporary emergency sign*, which is further exempted from the following Sign Bylaw requirements:
 - i. maximum *sign area* (excluding *sandwich board signs* and *directional signs*);
 - ii. maximum time period a *time-limited sign* can be displayed; and
 - iii. maximum number of *signs*; andprovided that the *sign* meets all of the following requirements:
 - iv. is for a *business* currently licenced with the *City* (excluding home occupation *businesses*);
 - v. is kept on the *business'* private property, unless approved through a formal Sign Permit application; and
 - vi. is organized and maintained in a professional manner.

PART 5 SIGNS PERMITTED BY ZONE

11.0 Signs Permitted in the Agricultural and Resource Zone and an Agricultural Use in the RS-2 Zone

11.1 Provided that a *permit* is obtained from the *City*, the following *signs*, and no others except those for which a *permit* is not required as set out in this Bylaw, are permitted in an Agricultural and Resource *Zone* and in RS-2 *Zone* when the *sign* relates to an agricultural *use*:

- (a) an *identification sign*, to a maximum of one (1) *sign* per *lot*, provided that the *identification sign*:
 - i. is an *awning sign*, a *fascia sign*, or a *freestanding sign*;
 - ii. does not have a *sign area* greater than 3.0 square metres; and
 - iii. is not illuminated; and
 - iv. does not refer to a home occupation.
- (b) a *home occupation sign*, to a maximum of one (1) *home occupation sign* per home occupation *business* on a *lot*, provided that the *home occupation sign*:
 - i. is a *fascia sign*;
 - ii. is situated wholly on the *lot* where the home occupation *business* takes place;
 - iii. refers to a home occupation duly licensed in the *City*;
 - iv. does not have a *sign area* greater than 0.2 square metres;
 - v. is not illuminated.
- (c) a second or additional *advertising sign* advertising the sale of farm produce, provided that this *advertising sign* does not have a *sign area* greater than 3.0 square metres.
- (d) an *awning sign*, to a maximum of one (1) *awning sign* per *building* entrance for each *premises frontage* and provided that this *awning sign*:
 - i. has no more than one (1) *awning sign* per face of the *awning*;
 - ii. does not have a *sign area* greater than 1.0 square metre;
 - iii. does not extend beyond the outer perimeter of the *awning* to which it is affixed;
 - iv. does not project more than 0.2 metres from the *awning* face;
 - v. is not illuminated.

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- (e) a *canopy sign*, to a maximum of one (1) *canopy sign* per *building* entrance for each *premises frontage*, provided that this *sign*:
 - i. does not have a *sign area* greater than 1.0 square metre;
 - ii. does not extend beyond the horizontal or vertical face of the *canopy* to which it is affixed;
 - iii. does not project more than 0.35 metres from the *canopy* face;
 - iv. is not illuminated;
 - v. if intersecting with another *canopy sign* at a *building* corner, overlaps with the other *canopy sign* such that the edge of one *canopy sign* is flush with the face of the other *canopy sign*, but the area of overlap will not be included in the calculation of the *sign area* for the purpose of section (i);
- (f) an *under-canopy sign*, to a maximum of one (1) *under-canopy sign* per *premises*, provided that this *sign*:
 - i. does not have a *sign area* greater than 1.0 square metre;
 - ii. extends over an entrance to a *building* or *premises*;
 - iii. is perpendicular to the wall;
 - iv. is directly attached to the *canopy apron*;
 - v. does not project beyond the front edge or side edge of the *canopy*;
 - vi. has a minimum *clearance* of 2.2 metres between the bottom of the *under-canopy sign* and the *grade*;
 - vii. does not have a vertical dimension exceeding 0.3 metres;
 - viii. does not have a horizontal dimension exceeding 1.5 metres;
 - ix. has a space of no less than 0.05 metres between the top of the *under-canopy sign* and the lowest part of the *canopy*;
 - x. is not illuminated.
- (g) a *fascia sign*, to a maximum of one (1) *fascia sign* for each *street frontage* of a *lot*, provided that this *fascia sign*:
 - i. does not have a *sign area* greater than 3.0 square metres;
 - ii. does not project more than 0.35 metres from the face of a *building* wall to which it is attached;
 - iii. does not extend beyond the face of the *building* wall or the *parapet*;
 - iv. is not illuminated;

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- v. if intersecting with another *fascia sign* at a *building* corner, overlaps with one of the two *fascia sign* edges being flush with the face of the other *fascia sign*, but the area of overlap will not be included in the calculation of the *sign area* for the purpose of section (i);
 - vi. if it is a *parapet fascia sign* for a mansard-type structure, must be attached parallel to the structure and must not project more than 0.35 metres along its bottom edge, or 1.0 metre along its top edge;
- (h) a *freestanding sign*, provided there is not also a *fascia sign* erected on the same *street frontage*, and provided that this *freestanding sign*:
- i. does not have a *sign area* greater than 3.0 square metres;
 - ii. does not exceed a *height* of 2.5 metres, except when the *freestanding sign* is in the form of a free-flying flag with words and/or *logos* in which case provisions of the *Zoning Bylaw* regarding height exceptions may apply;
 - iii. is not illuminated;
- (i) a *time-limited sign* for the purpose of advertising a *special event*, to a maximum of three (3) *time-limited signs* per calendar year, per *lot*, *business*, or *premises*, provided that this *time-limited sign*:
- i. is only erected for the time period specified on the *permit* obtained for that *time-limited sign*, which may range from ten (10) to thirty (30) days, depending on the type of *permit* obtained;
 - ii. does not have a *sign area* greater than 6.0 square metres;
 - iii. is removed within twenty-four (24) hours of the expiry of the *permit*, or within ninety-six (96) hours of the termination of the event referred to in the *time-limited sign*, whichever occurs first;
 - iv. must be in the form of the following *sign* types:
 - a. *portable sign*;
 - b. *banner sign*; and
 - c. an *existing sign* which conforms with this Bylaw.

12.0 Signs Permitted in Residential Zones

12.1 Provided that a *permit* is obtained from the *City*, the following *signs*, and no others except those for which a *permit* is not required as set out in this Bylaw, are *permitted* in a Residential Zone:

- (a) an *identification sign*, to a maximum of one (1) *identification sign* per lot, provided that this *identification sign*:
 - i. is an *awning sign*, a *fascia sign*, or a *freestanding sign*;
 - ii. does not have a *sign area* greater than 6.0 square metres;
 - iii. is not illuminated;
 - iv. does not refer to a home occupation.
- (b) a *home occupation sign*, to a maximum of one (1) *home occupation sign* per home occupation *business* located on a *lot*, provided that this *home occupation sign*:
 - i. is a *fascia sign*;
 - ii. is situated wholly on the *lot* where the home occupation *business* takes place;
 - iii. refers to a home occupation duly licensed in the *City*;
 - iv. does not have a *sign area* greater than 0.2 square metres;
 - v. is not illuminated.
- (c) a *fascia sign*, to a maximum of one (1) *fascia sign* for each *street frontage*, which *fascia sign* is in addition to a *permitted identification sign* and *home occupation sign* erected in accordance with 11.1(a) and (b), and provided that this *fascia sign*:
 - i. does not have a *sign area* greater than 0.2 square metres;
 - ii. does not project more than 0.35 metres from the face of a *building* wall to which it is attached;
 - iii. does not extend beyond the face of the *building* wall or the *parapet*;
 - iv. is not illuminated;
 - v. if intersecting with another *fascia sign* at a *building* corner, overlaps with one of the two *fascia sign* edges being flush with the face of the other *fascia sign*, but the area of overlap will not be included in the calculation of the *sign area* for the purpose of section (i);

12.0 Signs Permitted in Residential Zones

- vi. if it is a *parapet fascia sign* for a mansard-type structure, must be attached parallel to the structure and must not project more than 0.35 metres along its bottom edge, or 1.0 metre along its top edge.
- (d) a *subdivision entry sign*, to a maximum of one (1) *subdivision entry sign* per *street*, and a maximum of four *subdivision entry signs* per subdivision, provided that the *subdivision entry sign*:
 - i. does not exceed a *height* of 1.5 metres measured from *grade* or from the curb elevation of the fronting *street*, whichever is higher;
 - ii. includes a landscaped area extending a minimum of 0.6 metres around the entire base of the *subdivision entry sign*;
 - iii. if located on a corner property fronting two *streets*, is angled to minimize view obstructions down each *street*;
 - iv. if illuminated, is illuminated by an external source and in a manner that does not disturb the surrounding residents or the driving public;
 - v. is not located on a *street* or public property, unless the applicant for the *permit* for such a *subdivision entry sign* has entered into an agreement with the *City* which authorizes the placement of the *subdivision entry sign* on a *street* or public property.
- (e) a *time-limited sign* for the purpose of advertising a *special event*, to a maximum of three (3) *time-limited signs* per calendar year, per *lot*, *business*, or *premises*, provided that this *time-limited sign*:
 - i. is only erected for the time period specified the *permit* for that *time-limited sign*, which may range from ten (10) to thirty (30) days, depending on the type of *permit* obtained;
 - ii. does not have a *sign area* greater than 6.0 square metres;
 - iii. does not refer to a home occupation;
 - iv. is removed within twenty-four (24) hours of the expiry of the *permit*, or within ninety-six (96) hours of the termination of the event referred to in the *time-limited sign*, whichever occurs first;
 - v. must be in the form of the following *sign* types:
 - a. *portable sign*;
 - b. *banner sign*; and
 - c. an *existing sign* which conforms with this Bylaw.

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- (f) a *directory sign*, provided that this *directory sign*:
 - i. is a *fascia sign*, a *freestanding sign* or a *window sign*; and
 - ii. does not refer to a home occupation.

- (g) a *hoarding sign*, provided that the *hoarding sign*:
 - i. is fronting a *street*;
 - ii. does not have a *copy area* greater than 40% of the hoarding face area along the *street*;
 - iii. The *height* of the *copy area* does not exceed 1.4 metres;
 - iv. Is painted on or flush mounted on the hoarding;
 - v. is not illuminated; and
 - vi. Is placed wholly on the *premises* comprising the construction or development activity.

13.0 Signs Permitted in Commercial Zones

- 13.1 The maximum combined *sign area* of all signs, excluding *freestanding signs*, signs for which a *permit* is not required, *sandwich board signs*, and *time-limited signs*, on a *lot* or *premises* in a C-1, C-3, C-6, CS-3, CS-4 or SS-1 zone, must not exceed 0.33 square metres per lineal metre of *premises frontage*.
- 13.2 The maximum combined *sign area* of all signs, excluding *freestanding signs*, signs for which a *permit* is not required, *sandwich board signs*, and *time-limited signs*, on a *lot* or *premises* in a C-2, C-4, C-5, C-7, CS-1, CS-2, SS-2 or SS-3 zone, must not exceed 0.66 square metres per lineal metre of *premises frontage*.
- 13.3 Provided that a *permit* is obtained from the *City*, the following signs, and no others except those for which a *permit* is not required as set out in this Bylaw, are *permitted* in a Commercial Zone:
- (a) an *awning sign*, provided that there is not also a *canopy* or *canopy sign* on the *building* or *premises*, to a maximum of one *awning sign* per *building* entrance for each *premises frontage*, and provided that this *awning sign*:
 - i. has a maximum of one *awning sign* per face of the *awning*, although where the *awning* has more than one face, the *awning sign* may continue around the perimeter of the *awning* and will be considered as one *awning sign*;
 - ii. does not have a *copy area* that exceeds 40% of the *awning* face area;
 - iii. is not supported with a support that projects more than 0.6 metres, measured horizontally, from any *curb line*;
 - iv. does not extend beyond the outer perimeter of the *awning* to which it is affixed;
 - v. does not project more than 0.2 metres from the *awning* face;
 - vi. has a minimum *clearance* of 2.75 metres between the bottom of the *awning* or *awning sign* and the *grade*, unless the *awning* or *awning sign* has a soft fringe on the *awning*, in which case it must have a minimum *clearance* of 2.3 metres between the bottom of the *awning sign* and the *grade*;
 - vii. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if the *lot* is located in an agricultural or residential zone.

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- (b) an *under-awning sign*, to a maximum of one *under-awning sign* per *premises*, provided that this *under-awning sign*:
 - i. does not project beyond the front edge or side of the *awning*
 - ii. is perpendicular to the wall;
 - iii. has a minimum *clearance* of 2.75 metres between the bottom of the *under-awning sign* and the *grade*, unless the *under-canopy sign* is made from a soft material (i.e. *cloth*, *canvas*, *flexible plastics* etc.), in which case it must have a minimum of 2.3 metres between the bottom of the *under-awning sign* and the *grade*;
 - iv. does not have a vertical dimension exceeding 0.3 metres;
 - v. does not have a horizontal dimension exceeding 1.5 metres;
 - vi. has a space of no more than 0.05 metres between the top of the *under-awning sign* and the lowest part of the *awning*.
- (c) a *canopy sign*, provided that there is not already an *awning* or *awning sign* on the *building* or *premises*, to a maximum of one *canopy sign* per *building* entrance for each *premise frontage* provided that this *canopy sign*:
 - i. does not have a *copy area* greater than 50% of the *canopy* face area;
 - ii. is not located on the *canopy roof*;
 - iii. unless it is for a theatre or cinema, does not have a vertical dimension exceeding 1.0 metre, except that the maximum vertical dimension may be increased to 2.0 metres for a portion of the *canopy sign* not exceeding 20% of the horizontal dimension of the *canopy*;
 - iv. if for a theatre or cinema, does not have a vertical dimension exceeding 1.5 metres, except that the maximum vertical dimension may be increased to 3.0 metres for a portion of the *canopy sign* not exceeding 20% of the horizontal dimension of the *canopy*;
 - v. does not project within 0.6 metres of any *curb line*, measured horizontally;
 - vi. has a minimum *clearance* of 2.75 metres between the bottom of the *canopy* and the *grade*;
 - vii. does not extend beyond the outer perimeter of any *canopy* to which it is affixed, or project more than 0.35 metres from any *canopy* face;
 - viii. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.

13.0 Signs Permitted in Commercial Zones

- (d) an *under-canopy sign*, provided that this *under-canopy sign*:
 - i. is directly attached to the *canopy* apron;
 - ii. does not project beyond the front edge or side of the *canopy*;
 - iii. if located over a *lane*, has a minimum *clearance* of 4.5 metres between the bottom of the *under-canopy sign* and the *grade*;
 - iv. if not located over a *lane*, has a minimum clearance of 2.2 metres between the bottom of the *under-canopy sign* and the *grade*;
 - v. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (e) a *changeable copy (electronic) sign*, provided that this *changeable copy (electronic) sign*:
 - i. is on a *lot* located in a C-2, C-4, C-5, C-6, CS-1, CS-2, CS-4, SS-1, SS-2 or SS-3 zone;
 - ii. if installed as part of a *fascia sign*:
 - a. does not have a *copy area* with a horizontal dimension or vertical dimension in excess of 7.0 metres;
 - b. does not have a *sign area* greater than 7.0 square metres;
 - c. shows the complete electronic message for a minimum of three (3) seconds before it is repeated; or
 - iii. if installed as part of a *freestanding sign*:
 - a. does not have a *copy area* exceeding 4.5 square metres, and the *copy area* must form an integral part of the *freestanding sign*;
 - b. shows the complete electronic message for a minimum of three (3) seconds before it is repeated;
 - c. does not display any advertising relating to a *business*, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the *lot* or *premises* on which the *changeable copy (electronic) sign* is located;
 - d. is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone; or
 - iv. if installed as part of an *under canopy sign* or *under-awning sign*:
 - a. also complies with all the provisions of this Bylaw governing *under-canopy signs* or *under-awning signs* as the case may be, in commercial zones;

13.0 Signs Permitted in Commercial Zones

- b. is not used to display, advertise or direct attention to a *business*, commodity, service or entertainment which is conducted, sold or offered elsewhere on the *premises* or *lot* on which the *changeable copy (electronic sign)* is located;
 - c. shows the complete electronic message for a minimum of three (3) seconds before it is repeated;
 - d. is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (f) a *changeable copy (manual) sign*, to a maximum of one *changeable copy (manual) sign* per *premises frontage*, provided that this *changeable copy (manual) sign*:
 - i. is installed as part of a *canopy sign*, a *fascia signs*, a *freestanding sign* or a *directory sign*;
 - ii. unless it is for a theatre of cinema, does not have a *copy area* greater than 80% of the *sign face*;
 - iii. if for a theatre or cinema, may have a *copy area* equal to the area of the *sign face*;
 - iv. does not have a *sign area* greater than 3.0 square metres;
 - v. if part of a *directory sign*, does not allocate more than 0.6 square metre of *sign area* to any one *premises* or activity.
- (g) a *directional sign*, to a maximum of one *directional sign* per door to a service bay, provided that this *directional sign*:
 - i. is located over a door to a service bay
 - ii. is a *fascia sign*;
 - iii. conveys information only pertaining to the service offered in the bay.
- (h) a *directory sign*, provided that this *directory sign*:
 - i. is a *fascia sign*, a *freestanding sign* or a *window sign*; and
 - ii. does not refer to a home occupation.
- (i) *fascia signs*, provided that the *fascia sign*:
 - i. if located over a *lane*, has a minimum *clearance* of 4.5 metres between the bottom of the *fascia sign* and the *grade*;

13.0 Signs Permitted in Commercial Zones

- ii. if not located over a *lane*, has a minimum *clearance* of 2.75 metres between the bottom of the *fascia sign* and the *grade*, unless the *fascia sign* is:
 - a. painted on a *building*;
 - b. is located over a landscaped area wholly on private property; or
 - c. is entirely recessed into the wall of a *building*.
- iii. does not project more than 0.35 metres from the face of a *building* wall to which it is attached;
- iv. does not extend beyond the *roof line*, or if there is a *parapet* on the *building*, the *parapet*;
- v. if located on a one storey *building* may extend up to one metre above the *roof line* if there is a *parapet*, but must not extend above the *parapet*;
- vi. does not cover a *balustrade*;
- vii. if intersecting with another *fascia sign* at a *building* corner, overlaps with one of the two *fascia sign* edges being flush with the face of the other *fascia sign*, but the area of overlap will not be included in the calculation of the *sign area*;
- viii. if it is a *fascia sign* for a mansard-type structure, must be attached parallel to the structure and must not project more than 0.35 metres along its bottom edge, or 1.0 metre along its top edge;
- ix. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.

13.0 Signs Permitted in Commercial Zones

- (j) a *freestanding sign*, provided there is not also a *projecting sign* erected on the same *street frontage* for the same *premises or business* and:
 - i. only one (1) *freestanding sign* is *permitted* for each *street frontage* (excluding *lanes*) on *lots* with a *frontage* of less than 30 metres;
 - ii. a maximum of two (2) *freestanding signs* are *permitted* on *lots* with a *street frontage* of 30 metres or more, but these *freestanding signs* must be separated by a minimum distance of 30 metres;
 - iii. for a *business or premises* on *lots* with a *frontage* of less than 12 metres, the *freestanding sign* does not have a *sign area* greater than 3.6 square metres;
 - iv. for *freestanding signs* in the C-1, C-3, CS-3 and CS-4 zones, the *freestanding sign* does not have a *sign area* greater than 4.0 square metres, and the maximum area per *sign face* does not exceed 2.0 square metres;
 - v. for *freestanding signs* in the C-2, C-4, C-5, C-6, CS-1, CS-2, SS-1, SS-2 and SS-3 zones, the *freestanding sign* does not have a *sign area* greater than 13.9 square metres, and on *lots* where two such *freestanding signs* are *permitted* along a *street frontage*, the combined *sign area* of the two *freestanding signs* does not exceed 20 square metres; where the *lot frontage* is greater than 30 metres and an additional *sign* is *permitted* according to ii. above, one *sign* no greater than 20 square metres is *permitted* instead of and not in addition to;
 - vi. the maximum horizontal dimension of the *freestanding sign* does not exceed 6.5 metres;
 - vii. where a *freestanding sign* projects over vehicular traffic on private property, maintains a minimum *clearance* of 4.5 metres between the lowest portion of the *sign* and the *grade*;
 - viii. includes a landscaped area extending a minimum of 0.6 metres around the entire base of the *freestanding sign*;
 - ix. the owners of two or more adjoining *lots* may combine their *permitted freestanding sign area s* to form one single *freestanding sign*, but the combined *sign area* for any such *freestanding sign* does not exceed 20 square metres;
 - x. is not erected within the 6 metre triangular *sightline area* of a corner *lot*, or within 13.5 metres of the centerline of a major arterial *street*, as designated by the *City*;
 - xi. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone;

13.0 Signs Permitted in Commercial Zones

- xii. if in the form of a free-flying flag with words and/or *logos*, also complies with the provisions of the *Zoning Bylaw* regarding height exceptions; and
- xiii. does not exceed a *height* of 4.5 metres, except that:
 - a. for properties fronting on Lougheed Highway, the Barnet Highway and the TransCanada Highway, a *freestanding sign* may not exceed a *height* of 7.6 metres; and
 - b. for properties fronting on the following arterial roads, a *freestanding sign* may not exceed a *height* of 6.0 metres:
 - 1. Austin Avenue between North Road and Mariner Way
 - 2. Bernatchey Street between Brunette Avenue and Lougheed Highway
 - 3. Blue Mountain Street between Brunette and Como Lake Avenues
 - 4. Brunette Avenue between Trans Canada Highway and Dawes Hill Road
 - 5. Clarke Road between North Road and Ingersoll Avenue
 - 6. Coast Meridian Road between Victoria Drive and Harper Road
 - 7. Como Lake Avenue between North Road and Mariner Way
 - 8. David Avenue between Port Moody boundary and Victoria Drive
 - 9. Dewdney Trunk Road between Mariner Way and Lougheed Highway
 - 10. Freemont Street between Port Coquitlam boundary and David Avenue
 - 11. Guildford Way between Port Moody boundary and Pipeline Road
 - 12. Johnson Street between Barnet Highway and Panorama Drive
 - 13. Lincoln Avenue between Pinetree Way and Oxford Street
 - 14. Mariner Way between United Boulevard and Barnet Highway
 - 15. North Road between Brunette River and Como Lake Avenue
 - 16. Ozada Avenue between Lincoln Avenue and Pipeline Road

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17. Pinetree Way between Lougheed Highway and Robson Drive
 18. Pipeline Road between Lincoln Avenue and Gallette Avenue
 19. Schoolhouse Street between Trans Canada Highway and Brunette Avenue
 20. United Boulevard between Braid Street and Trans Canada Highway
 21. Victoria Drive between Coast Meridian Road and Calgary Drive
 22. Westwood Street between Christmas Way and Glen Drive
- (k) a *home-occupation sign*, to a maximum of one *home-occupation sign* per home occupation on a *lot*, provided that the *home occupation sign*:
- i. is a *fascia sign*;
 - ii. is situated wholly on the *lot* where the home occupation *business* takes place;
 - iii. refers to a home occupation duly licensed in the *City*;
 - iv. does not have a *sign area* greater than 0.2 square metres;
 - v. is not illuminated.
- (l) a *portable sign*, to a maximum of one *portable sign* per *business* on a *lot* or *premises*, provided that this *portable sign*:
- i. is a *time-limited sign*;
 - ii. is not placed within a right-of-way;
 - iii. if it includes wiring, any such wiring is concealed, self-container or pre-wired to an adjacent power source (overhead wiring is not permitted);
 - iv. if it is placed on a wheeled conveyance, is not placed in any landscaped area.
- (m) a *projecting sign*, to a maximum of one *projecting sign* per ground floor *premises* or *business*, and provided that the *premises* or *business* does not already have a *freestanding sign*, an *awning sign* or a *canopy sign* on the *lot* where it is located, and provided that the *projecting sign*:
- i. does not have a *sign area* greater than 2.8 square metres;

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- ii. does not have a *copy area* which exceeds 50% of the *sign area*;
 - iii. does not project more than 3.0 metres from the exterior wall to which it is attached;
 - iv. does not exceed a *height* of 9.0 metres;
 - v. is attached to the *premises* or *business* to which it pertains;
 - vi. is perpendicular to the face of the *building* to which it is attached, except that for corner sites, in which case it may be placed at equal angles to the two *frontages*;
 - vii. does not project more than 0.6 metres, measured horizontally, from any *curb line*;
 - viii. unless for a theatre or cinema, does not extend above the lowest part of the *roof line* of the *building* to which it is attached, and the supporting structure of the *projecting sign* must not project more than 0.3 metres above the same *roof line*;
 - ix. if for a theatre or cinema, does not extend above the lowest part of the *roof line* of the *building* to which it is attached, and the supporting structure of the *projecting sign* does not extend project more than 1.5 metres above the same *roof line*;
 - x. does not project over public property unless the subject of an executed encroachment agreement with the *City*, and is covered by a \$3,000,000 liability insurance policy which names the *City* as an insured;
 - xi. has a minimum *clearance* of 2.75 metres between the bottom of the *projecting sign* and the *grade*, unless the *projecting sign* projects over vehicular traffic in which case, it must have a minimum *clearance* of 4.5 metres between the bottom of the *projecting sign* and the *grade*;
 - xii. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (n) a *sandwich board sign*, to a maximum of one *sandwich board sign* per *business*, provided that this *sandwich board sign*;
- i. is only displayed during the operating hours of the *business* to which it refers;
 - ii. is located entirely on private property in front of the *business* or *premises* to which it refers;
 - iii. is not located in a parking *lot* or loading area;

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- iv. is not placed on public property unless the *sandwich sign* is the subject of an executed encroachment agreement with the *City*, and is covered by a \$3,000,000 liability insurance policy which names the *City* as an insured;
 - v. does not have a *sign area* greater than 1.5 square metres;
 - vi. does not have a *sign face* greater than 0.75 square metres;
 - vii. does not exceed a *height* of 1.05 metres, a width of 0.76 metres, or a footprint of 0.76 metres by 0.76 metres;
 - viii. does not cause a nuisance or obstruct pedestrian or vehicular movement and in particular must:
 - a. leave a minimum of 2.0 square metres of unencumbered area adjacent to a curb, property line, landscape feature, or structure; and
 - b. is not placed within 15 metres of an intersection or 1.05 metres of a curb.
 - ix. does not contain any electrical components;
 - x. is not illuminated.
- (o) *window signs*, to a maximum *sign area* of 20% of the window area.
- (p) a *time-limited sign* for the purpose of advertising a *special event*, to a maximum of three *time-limited signs* per calendar year, per *lot*, *business* or *premises*, and provided that this *time-limited sign*:
- i. is only erected for the time period specified in the *permit* obtained for that *time-limited sign*, which may range from ten (10) to thirty (30) days, depending on the type of *permit* obtained;
 - ii. does not have a *sign area* greater than 6.0 square metres;
 - iii. is removed within twenty-four (24) hours of the expiry of the *permit*, or within ninety-six (96) hours of the termination of the event referred to in the *time-limited sign*, whichever occurs first;
 - iv. must be in the form of the following *sign* types:
 - a. *portable sign*;
 - b. *banner sign*; and
 - c. an *existing sign* which conforms with this Bylaw.

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- v. if an *illuminated sign* must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (q) a *hoarding sign*, provided that the *hoarding sign*:
 - i. is fronting a *street*;
 - ii. does not have a *copy area* greater than 40% of the hoarding face area along the *street*;
 - iii. the *height* of the *copy area* does not exceed 1.4 metres;
 - iv. is painted on or flush mounted on the hoarding;
 - v. is not illuminated; and
 - vi. is placed wholly on the *premises* comprising the construction or development activity.

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- 14.1 The maximum combined *sign area* of all *signs*, excluding *freestanding signs*, *signs* for which a *permit* is not required, *sandwich board signs*, and *time-limited signs*, on a *lot* or *premises* in an M-1 zone, must not exceed 0.33 square metres per lineal metre of *premises frontage*.
- 14.2 The maximum combined *sign area* of all *signs*, excluding *freestanding signs*, *signs* for which a *permit* is not required, *sandwich board signs*, and *time-limited signs*, on a *lot* or *premises* in a M-2 and B-1 zone, must not exceed 0.66 square metres per lineal metre of *premises frontage*.

For properties outlined in bold on Schedule 'A', additional *sign area* will be permitted for the north *building* façade to a maximum of 0.66 square metres per lineal metre of *building* length provided that the *sign area* on any *building* façade is not greater than 60% of the total permitted *sign area* of the *building*."

- 14.3 Provided that a *permit* is obtained from the *City*, the following *signs*, and no others except those for which a *permit* is not required as set out in this Bylaw, are *permitted* in an Industrial Zone:
- (a) an *awning sign*, provided that there is not also a *canopy* or *canopy sign* on the *building* or *premises*, to a maximum of one *awning sign* per *building* entrance for each *premises frontage* and provided that this *awning sign*:
 - i. has a maximum of one *awning sign* per face of the *awning*, although where the *awning* has more than one face, the *awning sign* may continue around the perimeter of the *awning* and will be considered as one *awning sign*;
 - ii. does not have a *copy area* that exceeds 40% of the *awning* face area;
 - iii. is not supported with a support that projects more than 0.6 metres, measured horizontally, from any *curb line*;
 - iv. does not extend beyond the outer perimeter of the *awning* to which it is affixed;
 - v. does not project more than 0.2 metres from the *awning* face;
 - vi. has a minimum *clearance* of 2.75 metres between the bottom of the *awning* or *awning sign* and the *grade*, unless the *awning* or *awning sign* has a soft fringe on the *awning*, in which case it must have a minimum *clearance* of 2.3 metres between the bottom of the *awning sign* and the *grade*;
 - vii. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.

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- (b) an *under-awning sign*, to a maximum of one *under-awning sign* per *premises*, provided that this *under-awning sign*:
 - i. does not project beyond the front edge or side of the *awning*;
 - ii. is perpendicular to the wall;
 - iii. has a minimum *clearance* of 2.75 metres between the bottom of the *under-awning sign* and the *grade*, unless the *under-canopy sign* is made from a soft material (i.e. *cloth*, *canvas*, flexible plastics etc.), in which case it must have a minimum of 2.3 metres between the bottom of the *under-awning sign* and the *grade*;
 - iv. does not have a vertical dimension exceeding 0.3 metres;
 - v. does not have a horizontal dimension exceeding 1.5 metres;
 - vi. has a space of no more than 0.05 metres between the top of the *under-awning sign* and the lowest part of the *awning*;
- (c) a *canopy sign*, provided that there is not already an *awning* or *awning sign* on the *building* or *premises*, to a maximum of one *canopy sign* per *building* entrance for each *premise frontage*, provided that this *canopy sign*:
 - i. does not have a *copy area* greater than 50% of the *canopy* face area;
 - ii. is not located on the *canopy roof*;
 - iii. does not have a vertical dimension exceeding 1.0 metre, except that the maximum vertical dimension may be increased to 2.0 metres for a portion of the *canopy sign* not exceeding 20% of the horizontal dimension of the *canopy*;
 - iv. does not project within 0.6 metres of any *curb line*, measured horizontally;
 - v. has a minimum *clearance* of 2.75 metres between the bottom of the *canopy* and the *grade*;
 - vi. does not extend beyond the outer perimeter of any *canopy* to which it is affixed, or project more than 0.35 metres from any *canopy* face;
 - vii. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (d) an *under-canopy sign*, provided that this *under-canopy sign*:
 - i. is directly attached to the *canopy* apron;
 - ii. does not project beyond the front edge or side of the *canopy*;

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- iii. if located over a *lane*, has a minimum *clearance* of 4.5 metres between the bottom of the *under-canopy sign* and the *grade*;
 - iv. if not located over a *lane*, has a minimum *clearance* of 2.2 metres between the bottom of the *under-canopy sign* and the *grade*;
 - v. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (e) a *changeable copy (electronic) sign*, provided that this *changeable copy (electronic) sign*:
- i. if installed as part of a *fascia sign*:
 - a. does not have a *copy area* with a horizontal dimension or vertical dimension in excess of 7.0 metres;
 - b. does not have a *sign area* greater than 7.0 square metres;
 - c. shows the complete electronic message for a minimum of three (3) seconds before it is repeated; or
 - ii. if installed as part of a *freestanding sign*:
 - a. does not have a *copy area* exceeding 4.5 square metres, and the *copy area* must form an integral part of the *freestanding sign*;
 - b. shows the complete electronic message for a minimum of three (3) seconds before it is repeated;
 - c. does not display any advertising relating to a *business*, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the *lot* or *premises* on which the *changeable copy (electronic) sign* is located;
 - d. is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone; or
 - iii. if installed as part of an *under canopy sign* or *under-awning sign*:
 - a. also complies with all the provisions of this Bylaw governing *under-canopy signs* or *under-awning signs* as the case may be, in industrial zones;
 - b. is not *used* to display to advertise or direct attention to a *business*, commodity, service or entertainment which is conducted sold or offered elsewhere than on the *premises* or *lot* on which the *changeable copy (electronic) sign* is located;
 - c. shows the complete electronic message for a minimum of three (3) seconds before it is repeated;

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- d. is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (f) a *changeable copy (manual) sign*, to a maximum of one *changeable copy (manual) sign* per *premises frontage*, provided that this *changeable copy (manual) sign*:
 - i. is installed as part of a *canopy sign*, a *fascia sign*, a *freestanding sign*, or a *directory sign*;
 - ii. does not have a *copy area* greater than 80% of the *sign face*;
 - iii. does not have a *sign area* greater than 3.0 square metres;
 - iv. if part of a *directory sign*, does not allocate more than 0.6 square metre of *sign area* to any one *premises* or activity.
- (g) a *directional sign*, to a maximum of one *directional sign* per door to a service bay, provided that this *directional sign*:
 - i. is located over a door to a service bay;
 - ii. is a *fascia sign*;
 - iii. conveys information only pertaining to the service offered in the bay.
- (h) a *directory sign*, provided that this *directory sign* is a *fascia sign*, a *freestanding sign* or a *window sign*;
- (i) *fascia signs*, provided that the *fascia sign*:
 - i. if located over a *lane*, has a minimum *clearance* of 4.5 metres between the bottom of the *fascia sign* and the *grade*;
 - ii. if not located over a *lane*, has a minimum clearance of 2.75 metres between the bottom of the *fascia sign* and the *grade*, unless the *fascia sign* is:
 - a. painted on a *building*;
 - b. is located over a landscaped area wholly on private property; or
 - c. is entirely recessed into the wall of a *building*;
 - iii. does not project more than 0.35 metres from the face of a *building* wall to which it is attached;
 - iv. does not extend beyond the *roof line*, or if there is a *parapet* on the *building*, the *parapet*;

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- v. if located on a one storey *building* may extend up to one metre above the *roof line* if there is a *parapet*, but must not extend above the *parapet*;
 - vi. does not cover a *balustrade*;
 - vii. if intersecting with another *fascia sign* at a *building* corner, overlaps with one of the two *fascia sign* edges being flush with the face of the other *fascia sign*, but the area of overlap will not be included in the calculation of the *sign area*;
 - viii. if it is a *parapet fascia sign* for a mansard-type structure, must be attached parallel to the structure and must not project more than 0.35 metres along its bottom edge, or 1.0 metre along its top edge;
 - ix. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (j) a *freestanding sign*, provided that:
- i. on lots with a *street frontage* (excluding lanes) less than 12 metres:
 - a. only one (1) *freestanding sign* is permitted for each *street frontage*;
 - b. the *freestanding sign* must not exceed a *sign area* of 3.6 square metres;
 - ii. on lots with a *street frontage* (excluding lanes) less than 30 metres:
 - a. only one (1) *freestanding sign* is permitted for each *street frontage*;
 - b. the *freestanding sign* must not exceed a *sign area* of 13.9 square metres;
 - iii. on lots with a *street frontage* (excluding lanes) greater than 30 metres:
 - a. A maximum of two (2) *freestanding signs* are permitted for each *street frontage* provided that the *freestanding signs* must be separated by a minimum distance of 30 metres;
 - b. where only one (1) *freestanding sign* is permitted along a *street frontage* the one *sign* must not exceed a *sign area* of 20 square metres;
 - c. where two (2) *freestanding signs* are permitted along a street frontage, the combined *sign area* must not exceed 20 square metres.
 - iv. for *freestanding signs*, the *freestanding sign* does not have a *sign area* greater than 13.9 square metres, and on *lots* where two such *freestanding signs* are permitted along a *street frontage*, the combined *sign area* of the two *freestanding signs* does not exceed 20 square metres; where the *lot frontage* is greater than 30 metres and an additional *sign* is permitted according to ii. above, one *sign* no greater than 20 square metres is permitted instead of, and not in addition to, two *signs*.

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- v. the maximum horizontal dimension of the *freestanding sign* does not exceed 6.5 metres;
- vi. where a *freestanding sign* does not project over vehicular traffic on private property, maintains a minimum *clearance* of 2.75 metres between the lowest portion of the *sign* and the *grade*;
- vii. includes a landscaped area extending a minimum of 0.6 metres around the entire base of the *freestanding sign*;
- viii. the owners of two or more adjoining *lots* may combine their *permitted freestanding sign areas* to form one single *freestanding sign*, but the combined *sign area* for any such *freestanding sign* does not exceed 20 square metres;
- ix. is not erected within the 6 metre triangular *sightline area* of a corner *lot*, or within 13.5 metres of the centerline of a major arterial *street*, as designated by the *City*;
- x. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*;
- xi. if in the form of a free-flying flag with words and/or *logos*, also complies with the provisions of the *Zoning Bylaw* regarding height exceptions; and
- xii. does not exceed a *height* of 4.5 metres, except that:
 - a. for properties fronting on Lougheed Highway, the Barnet Highway and the TransCanada Highway, a *freestanding sign* may not exceed a *height* of 7.6 metres; and
 - b. for properties fronting on the following arterial roads, a *freestanding sign* may not exceed a *height* of 6.0 metres:
 - 1. Austin Avenue between North Road and Mariner Way
 - 2. Bernatchey Street between Brunette Avenue and Lougheed Highway
 - 3. Blue Mountain Street between Brunette and Como Lake Avenues

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4. Brunette Avenue between Trans Canada Highway and Dawes Hill Road
5. Clarke Road between North Road and Ingersoll Avenue
6. Coast Meridian Road between Victoria Drive and Harper Road
7. Como Lake Avenue between North Road and Mariner Way
8. David Avenue between Port Moody boundary and Victoria Drive
9. Dewdney Trunk Road between Mariner Way and Lougheed Highway
10. Freemont Street between Port Coquitlam boundary and David Avenue
11. Guildford Way between Port Moody boundary and Pipeline Road
12. Johnson Street between Barnet Highway and Panorama Drive
13. Lincoln Avenue between Pinetree Way and Oxford Street
14. Mariner Way between United Boulevard and Barnet Highway
15. North Road between Brunette River and Como Lake Avenue
16. Ozada Avenue between Lincoln Avenue and Pipeline Road
17. Pinetree Way between Lougheed Highway and Robson Drive
18. Pipeline Road between Lincoln Avenue and Gallette Avenue
19. Schoolhouse Street between Trans Canada Highway and Brunette Avenue
20. United Boulevard between Braid Street and Trans Canada Highway
21. Victoria Drive between Coast Meridian Road and Calgary Drive
22. Westwood Street between Christmas Way and Glen Drive

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- (k) a *portable sign*, to a maximum of one *portable sign* per *business* on a *lot* or *premises*, provided that this *portable sign*:
 - i. is a *time-limited sign*;
 - ii. is not placed within a right-of-way;
 - iii. if it includes wiring, any such wiring is concealed, self-container or pre-wired to an adjacent power source (overhead wiring is not *permitted*); and
 - iv. if placed on a wheeled conveyance, is not placed in any landscaped area.
- (l) a *projecting sign*, to a maximum of one *projecting sign* per ground floor *premises* or *business*, and provided that the *premises* or *business* does not already have a *freestanding sign*, an *awning sign* or a *canopy sign* on the *lot* where it is located, and provided that the *projecting sign*:
 - i. does not have a *sign area* greater than 2.8 square metres;
 - ii. does not have a *copy area* which exceeds 50% of the *sign area*;
 - iii. does not project more than 3.0 metres from the exterior wall to which it is attached;
 - iv. does not exceed a *height* of 9.0 metres;
 - v. is attached to the *premises* or *business* to which it pertains;
 - vi. is perpendicular to the face of the *building* to which it is attached, except that for corner sites, in which case it may be placed at equal angles to the two *frontages*;
 - vii. does not project more than 0.6 metres, measured horizontally, from any *curb line*;
 - viii. does not extend above the lowest part of the *roof line* of the *building* to which it is attached, and the supporting structure of the *projecting sign* must not project more than 0.3 metres above the same *roof line*;
 - ix. does not project over public property unless the subject of an executed encroachment agreement with the *City*, and is covered by a \$3,000,000 liability insurance policy which names the *City* as an insured;
 - x. has a minimum *clearance* of 2.75 metres between the bottom of the *projecting sign* and the *grade*, unless the *projecting sign* projects over vehicular traffic in which case, it must have a minimum *clearance* of 4.5 metres between the bottom of the *projecting sign* and the *grade*;

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- xi. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (m) a *sandwich board sign*, to a maximum of one *sandwich board sign* per *business*, provided that this *sandwich board sign*;
 - i. is only displayed during the operating hours of the *business* to which it refers;
 - ii. is located entirely on private property in front of the *business* or *premises* to which it refers;
 - iii. is not located in a parking *lot* or loading area;
 - iv. is not placed on public property unless the *sandwich sign* is the subject of an executed encroachment agreement with the *City*, and is covered by a \$3,000,000 liability insurance policy which names the *City* as an insured;
 - v. does not have a *sign area* greater than 1.5 square metres;
 - vi. does not have a *sign face* greater than 0.75 square metres;
 - vii. does not exceed a *height* of 1.05 metres, a width of 0.76 metres, or a footprint of 0.76 metres by 0.76 metres;
 - viii. does not cause a nuisance or obstruct pedestrian or vehicular movement and in particular must:
 - a. leave a minimum of 2.0 square metres of unencumbered area adjacent to a curb, property line, landscape feature, or structure; and
 - b. is not placed within 15 metres of an intersection or 1.05 metres of a curb.
 - ix. does not contain any electrical components;
 - x. is not illuminated.
- (n) *window signs*, to a maximum *sign area* of 20% of the window area;
- (o) a *time-limited sign* for the purpose of advertising a *special event*, to a maximum of three *time-limited signs* per calendar year, per *lot*, *business* or *premises*, and provided that this *time-limited sign*:
 - i. is only erected for the time period specified in the *permit* obtained for that *time-limited sign*, which may range from ten (10) to thirty (30) days, depending on the type of *permit* obtained;

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- ii. does not have a *sign area* greater than 6.0 square metres;
 - iii. is removed within twenty-four (24) hours of the expiry of the *permit*, or within ninety-six (96) hours of the termination of the event referred to in the *time-limited sign*, whichever occurs first;
 - iv. may be in the form of the following *sign* types:
 - a. *portable signs*;
 - b. *banner signs*; and
 - c. an *existing sign* which conforms with this Bylaw.
 - v. if an *illuminated sign* or a *flashing sign*, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (p) a *hoarding sign*, provided that the *hoarding sign*:
- i. is fronting a *street*;
 - ii. does not have a *copy area* greater than 40% of the hoarding face area along the *street*;
 - iii. the *height* of the *copy area* does not exceed 1.4 metres;
 - iv. is painted on or flush mounted on the hoarding;
 - v. is not illuminated; and
 - vi. is placed wholly on the *premises* comprising the construction or development activity.

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- 15.1 The maximum combined *sign area* for all *signs*, excluding *freestanding signs*, on any *lot*, *premises*, or *building* located in an institutional zone, must not exceed 0.33 square metres per lineal metre of *premises frontage*.
- 15.2 Provided that a *permit* is obtained from the *City*, the following *signs*, and no others except those for which a *permit* is not required as set out in this Bylaw, are *permitted* in an Institutional Zone:
- (a) an *awning sign*, provided that there is not also a *canopy* or *canopy sign* on the *building* or *premises*, to a maximum of one *awning sign* per *building* entrance for each *premises frontage*, and provided that this *awning sign*:
 - i. has a maximum of one *awning sign* per face of the *awning*, although where the *awning* has more than one face, the *awning sign* may continue around the perimeter of the *awning* and will be considered as one *awning sign*;
 - ii. does not have a *copy area* that exceeds 40% of the *awning* face area;
 - iii. is not supported with a support that projects more than 0.6 metres, measured horizontally, from any *curb line*;
 - iv. does not extend beyond the outer perimeter of the *awning* to which it is affixed;
 - v. does not project more than 0.2 metres from the *awning* face;
 - vi. has a minimum *clearance* of 2.75 metres between the bottom of the *awning* and the *grade* below the *awning*, except if the *awning sign* is on the soft *awning* fringe, in which case, it must have a minimum *clearance* of 2.3 metres between the bottom of the *awning sign* and the *grade*;
 - vii. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
 - (b) an *under-awning sign*, provided that the *under-awning sign*:
 - i. does not project beyond the front edge or side of the *awning*;
 - ii. is perpendicular to the wall;
 - iii. has a minimum *clearance* of 2.75 metres between the bottom of the *under-awning sign* and the *grade* below it, unless the *under-canopy sign* is made from a soft material (i.e. *cloth*, *canvas*, *flexible plastics* etc.), in which case it must have a minimum of 2.3 metres between the bottom of the *under-awning sign* and the *grade*;
 - iv. does not have a vertical dimension exceeding 0.3 metres;
 - v. does not have a horizontal dimension exceeding 1.5 metres;

15.0 Signs Permitted in Institutional Zones

- vi. have a space of no less than 0.05 metres between the top of the *under-awning sign* and the lowest part of the *awning*.
- (c) a *canopy sign*, provided that there is not already an *awning* or *awning sign* at the *building* or *premises*, to a maximum of one *canopy sign* per *building* entrance for each *premise frontage*, and provided that this *canopy sign*:
 - i. does not have a *copy area* greater than 50% of the *canopy* face area;
 - ii. is not located on the *canopy roof*;
 - iii. does not have a vertical dimension exceeding 1.0 metre, except that the maximum vertical dimension may be increased to 2.0 metres for a portion of the *canopy sign* not exceeding 20% of the horizontal dimension of the *canopy*;
 - iv. does not project within 0.6 metres of any *curb line*, measured horizontally;
 - v. has a minimum *clearance* of 2.75 metres between the bottom of the *canopy* and the *grade*;
 - vi. does not extend beyond the outer perimeter of any *canopy* to which it is affixed nor project more than 0.35 metres from any *canopy* face;
 - vii. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (d) an *under-canopy sign*, provided that this *under-canopy sign*:
 - i. is directly attached to the *canopy apron*;
 - ii. does not project beyond the front edge or side edge of the *canopy*;
 - iii. if located over a *lane*, has a minimum *clearance* of 4.5 metres between the bottom of the *under-canopy sign* and the *grade*;
 - iv. if not located over a *lane*, has a minimum *clearance* of 2.2 metres between the bottom of the *under-canopy sign* and the *grade*;
 - v. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (e) a *changeable copy (electronic) sign*, provided that this *changeable copy (electronic) sign*:
 - i. is located in a P-1 or P-2 zone;

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- ii. when installed as part of a *fascia sign*:
 - a. does not have a *copy area* with a *horizontal dimension* or *vertical dimension* in excess of 7.0 metres;
 - b. does not have a *sign area greater* than 7.0 square metres;
 - c. shows the complete electronic message for a minimum of three (3) seconds before it is repeated.
 - iii. when installed as part of a *freestanding sign*:
 - a. does not have a *copy area* exceeding 4.5 square metres and the *copy area* must form an integral part of the *freestanding sign*;
 - b. shows the complete electronic message for a minimum of three (3) seconds before it is repeated.
 - iv. when installed as part of an *under canopy sign* or *under-awning sign*:
 - a. also complies with all the provisions of this Bylaw governing *under-canopy signs* or *under-awning signs* as the case may be, in institutional zones;
 - b. is not *used* to display to advertise or direct attention to a *business*, commodity, service or entertainment which is conducted sold or offered elsewhere than on the *premises* or *lot* on which the *changeable copy (electronic) sign* is located;
 - c. shows the complete electronic message for minimum of three (3) seconds before it is repeated;
 - d. is not to be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (f) a *changeable copy (manual) sign*, to a maximum of one (1) *changeable copy (manual) sign* per *premises frontage*, and provided that this *changeable copy (manual) sign*:
- i. is installed as part of a *canopy sign*, a *fascia signs*, a *freestanding sign* or a *directory sign*;
 - ii. does not have a *copy area* greater than 80% of the *sign face* area;
 - iii. does not have a *sign area greater* than 3.0 square metres, except if on a church, synagogue or other religious establishment, in which case it must not have a *sign area greater* than 5.0 square metres;
 - iv. if part of a *directory sign*, does not allocate more than 0.6 square metres of *sign area* to any one *premises* or activity.

15.0 Signs Permitted in Institutional Zones

- (g) a *directional sign*, to a maximum of one *directional sign* per door to a service bay, provided that this *directional sign*:
 - i. is located above a door to a service bay;
 - ii. is a *fascia sign*;
 - iii. conveys information only pertaining to the service offered in the bay.
- (h) a *directory sign*, provided that this *directory sign*:
 - i. is a *fascia sign*, a *freestanding sign* or a *window sign*; and
 - ii. does not refer to a *home occupation*.
- (i) *fascia signs*, provided that the *fascia sign*:
 - i. is related to the *premises* to which it is attached;
 - ii. if located over a *lane*, has a minimum *clearance* of 4.5 metres between the bottom of the *fascia sign* and the *grade*;
 - iii. if not located over a *lane*, has a minimum *clearance* of 2.75 metres between the bottom of the *fascia sign* and the *grade*, unless the *fascia sign* is:
 - a. painted on a *building*;
 - b. is located over a landscaped area wholly on private property; or
 - c. is entirely recessed into the wall of a *building*.
 - iv. does not project more than 0.35 metres from the face of a *building* wall to which it is attached;
 - v. does not extend beyond the *roof line*, or if there is a *parapet* on the *building* face, the *parapet*;
 - vi. if located on a one storey *building* may extend up to one metre above the *roof line* if there is a *parapet*, but must not extend above the *parapet*;

15.0 Signs Permitted in Institutional Zones

- vii. does not cover a *balustrade*;
 - viii. if intersecting with another *fascia sign* at a *building* corner, overlaps with one of the two *fascia sign* edges being flush with the face of the other *fascia sign*, but the area of overlap will not be included in the calculation of the *sign area*;
 - ix. if it is a *parapet fascia sign* for a mansard-type structure, must be attached parallel to the structure and must not project more than 0.35 metres along its bottom edge, or 1.0 metre along its top edge;
 - x. if illuminated, is not placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential zone.
- (j) a *freestanding sign*, provided there is not also a *projecting sign* erected on the same *street frontage* for the same *premises* or *business*, and provided that:
- i. only one *freestanding sign* is permitted for each *street frontage* (excluding *lanes*) on *lots* with a *frontage* of less than 30 metres;
 - ii. a maximum of two (2) *freestanding signs* are permitted on *lots* with a *frontage* of 30 metres or more, and these *freestanding signs* must be separated by a minimum distance of 30 metres;
 - iii. for a *business* or *premises* on *lots* with a *frontage* of less than 12 metres, the *freestanding sign* does not have a *sign area* greater than 3.6 square metres;
 - iv. for *freestanding signs* on *lots* with a *frontage* of less than 30 metres, the *freestanding sign* does not have a *sign area* greater than 13.9 square metres, and on *lots* where two such *freestanding signs* are permitted along a *street frontage*, the combined *sign area* of the two *freestanding signs* may not exceed 20 square metres; where the *lot frontage* is greater than 30 metres and an additional *sign* is permitted according to ii. above, one *sign* no greater than 20 square metres is permitted instead of, and not in addition to two *signs*;
 - v. the maximum horizontal dimension of the *freestanding sign* does not exceed 6.5 metres;
 - vi. where a *freestanding sign* projects over vehicular traffic on private property, maintains a minimum *clearance* of 4.5 metres between the lowest portion of the *freestanding sign* and the *grade*;
 - vii. includes a landscaped area extending a minimum of 0.6 metres around the entire base of the *freestanding sign*;
 - viii. the owners of two or more adjoining *lots* may combine their permitted *freestanding sign areas* to form one single *freestanding sign*, but the combined *sign area* for any such *freestanding sign* does not exceed 20 square metres;

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- ix. is not erected within the 6 metre triangular *sightline area* of a corner *lot*, or within 13.5 metres of the centerline of a major arterial *street*, as designated by the *City*;
- x. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*;
- xi. if in the form of a free-flying flag with words and/or *logos*, also complies with provisions of the *Zoning Bylaw* regarding height exceptions; and
- xii. does not exceed a *height* of 4.5 metres, except that:
 - a. for properties fronting on Lougheed Highway, Barnet Highway and the TransCanada Highway, a *freestanding sign* may not exceed a *height* of 7.6 metres; and
 - b. for properties fronting on the following arterial roads, a *freestanding sign* may not exceed a *height* of 6.0 metres:
 - 1. Austin Avenue between North Road and Mariner Way
 - 2. Bernatchey Street between Brunette Avenue and Lougheed Highway
 - 3. Blue Mountain Street between Brunette and Como Lake Avenues
 - 4. Brunette Avenue between Trans Canada Highway and Dawes Hill Road
 - 5. Clarke Road between North Road and Ingersoll Avenue
 - 6. Coast Meridian Road between Victoria Drive and Harper Road
 - 7. Como Lake Avenue between North Road and Mariner Way
 - 8. David Avenue between Port Moody boundary and Victoria Drive
 - 9. Dewdney Trunk Road between Mariner Way and Lougheed Highway
 - 10. Freemont Street between Port Coquitlam boundary and David Avenue
 - 11. Guildford Way between Port Moody boundary and Pipeline Road
 - 12. Johnson Street between Barnet Highway and Panorama Drive
 - 13. Lincoln Avenue between Pinetree Way and Oxford Street
 - 14. Mariner Way between United Boulevard and Barnet Highway

15.0 Signs Permitted in Institutional Zones

15. North Road between Brunette River and Como Lake Avenue
 16. Ozada Avenue between Lincoln Avenue and Pipeline Road
 17. Pinetree Way between Lougheed Highway and Robson Drive
 18. Pipeline Road between Lincoln Avenue and Gallette Avenue
 19. Schoolhouse Street between Trans Canada Highway and Brunette Avenue
 20. United Boulevard between Braid *Street* and Trans Canada Highway
 21. Victoria Drive between Coast Meridian Road and Calgary Drive
 22. Westwood Street between Christmas Way and Glen Drive
- (k) a *portable sign*, to a maximum of one (1) *portable sign* per *lot*, provided that this *portable sign*:
- i. is a *time-limited sign*;
 - ii. is not placed within a right-of-way;
 - iii. if it includes wiring, any such wiring is concealed, self-container or pre-wired to an adjacent power source. For greater certainty, overhead wiring is not *permitted*;
 - iv. if it is placed on a wheeled conveyance, is not placed in any landscaped *area*.
- (l) a *projecting sign*, to a maximum of one (1) *projecting sign* per ground floor *premises* or *business*, and; provided that the *premises* or *business* does not already have a *freestanding sign*, an *awning sign* or a *canopy sign* on the *lot* where it is located, provided that the *premises* or *business* does not already have a *freestanding sign* an *awning sign* or a *canopy sign* on the *lot* where it is located, provided that the *projecting sign*:
- i. does not have a *sign area* greater than 2.8 square metres;
 - ii. does not have a *copy area* which exceeds 50% of the *sign area*;
 - iii. does not project more than 3.0 metres from the exterior wall to which it is attached;
 - iv. does not exceed a *height* of 9.0 metres;
 - v. is attached to the *premises* to which it pertains;

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- vi. is perpendicular to the face of the *building* to which it is attached, except that for corner sites, it may be placed at equal angles to the two frontages;
 - vii. does not project more than 0.6 metres, measured horizontally, from any *curb line*;
 - viii. does not project over public property unless it is the subject of an executed encroachment agreement between the *City*, and is covered by a \$3,000,000 liability insurance policy which names the *City* as an insured;
 - ix. has a minimum *clearance* of 2.75 metres between the bottom of the *projecting sign* and the *grade*, unless the *sign* projects over vehicular traffic in which case, it must have a minimum *clearance* of 4.5 metres between the bottom of the *sign* and the *grade*;
 - x. does not extend above the lowest part of the *roof line* of the *building* to which it is attached, and the supporting structure of the *projecting sign* must not extend more than 0.3 metres above the same *roof line*;
 - xi. if illuminated, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (m) a *sandwich board sign*, to a maximum of one *sandwich board sign* per *business*, and provided that this *sandwich board*;
- i. is only displayed during the operating hours of the *business* to which it refers;
 - ii. is located entirely on private property in front of the *building* or *premises* to which it refers, or if it does project over public property, is the subject of an executed encroachment agreement between the *City*, and is covered by a \$3,000,000 liability insurance policy which names the *City* as an insured;
 - iii. is not located in a parking *lot* or loading area;
 - iv. does not have a *sign area* greater than 1.5 square metres;
 - v. does not have a *sign face* greater than 0.75 square metres;
 - vi. does not exceed a *height* of 1.05 metres, a width of 0.76 metres, or a footprint of 0.76 metres by 0.76 metres;
 - vii. does not cause a nuisance, or obstruct pedestrian or vehicular movement and in particular must:
 - a. leaves a minimum of 2.0 square metres of unencumbered area adjacent to a curb, property line, landscape feature, or structure;

15.0 Signs Permitted in Institutional Zones

- b. is not placed within 15 metres of an intersection or 1.05 metres of a curb.
 - viii. does not contain any electrical components;
 - ix. is not illuminated.
- (n) *window signs*, to a maximum *sign area* of 20% of the window area;
- (o) a *time-limited sign* for the purpose of advertising a *special event*, to a maximum of three (3) *time-limited signs* per calendar year, per *lot*, *business* or *premises*, and provided that this *time-limited sign*:
 - i. is only erected for the time period specified in the *permit* obtained for that *time-limited sign*, which may range from ten (10) to thirty (30) days, depending on the type of *permit* obtained;
 - ii. does not have a *sign area* greater than 6.0 square metres;
 - iii. is removed within twenty-four (24) hours of the expiry of the *permit*, or within ninety-six (96) hours of the termination of the event referred to in the *time-limited sign*, whichever occurs first;
 - iv. must be in the form of the following *sign* types:
 - a. *portable sign*;
 - b. *banner sign*; and
 - c. *an existing sign which conforms with this Bylaw*.
 - v. if an *illuminated sign*, must not be placed within 7.5 metres of an abutting *lot*, if that *lot* is located in an agricultural or residential *zone*.
- (p) a *hoarding sign*, provided that the *hoarding sign*:
 - i. is fronting a *street*;
 - ii. does not have a *copy area* greater than 40% of the hoarding face area along the *street*;
 - iii. the *height* of the *copy area* does not exceed 1.4 metres;
 - iv. is painted on or flush mounted on the hoarding;
 - v. is not illuminated; and
 - vi. is placed wholly on the *premises* comprising the construction or development activity.

16.0 Signs Permitted in Comprehensive Development Zone

- 16.1 In a Comprehensive Development (CD) *Zone*, unless otherwise specified in the Development *Permit* Area Guidelines identified in the Citywide Official Community Plan, the *sign* regulations of the underlying *zones* of the CD *zone* will prevail.

PART 6 SIGN PERMIT APPLICATIONS

17.0 Required Information

17.1 An application for a *sign permit* shall be:

- (a) made through a fully completed application form, signed by the applicant and the registered owner of the *lot* or *lots* affected;
- (b) be accompanied by the appropriate application fee as provided in the current Fees and Charges Bylaw; and
- (c) accompanied by such other information as is required by the *City* to evaluate the application.

17.2 Additional requirements where applicable include:

- (a) Engineering drawings, Schedule B bearing the *Professional Engineer's* original stamp and signature where the application is for:
 - i. a *freestanding sign* that is 2.5 metres or greater in *height*; or
 - ii. a *fascia sign* that is 3.0 metres or greater in horizontal or vertical dimension, and has a *sign area* of 2.0 square metres or greater, except signs painted on, completely recessed or flush mounted on a wall.
- (b) Engineering Schedule C-B showing the same *Professional Engineer's* signature and original stamp as the Schedule B, to be submitted to the *City* within ten (10) working days following erection of the *sign*.
- (c) an executed encroachment agreement between the *person* responsible for the *sign* or the owner or occupier of the *lot* or *premises* on which the *sign* is to be erected and the *City* where the *sign* or any part thereof is suspended over a *street* right-of-way, a public place or sidewalk or walkway where public access is allowed, or as may otherwise be required by this Bylaw, along with proof of an insurance policy of at least \$3,000,000 which indemnifies the *City* against all loss, damage, expense, or other costs incurred by the *City* relating to the *sign*.
- (d) Sign Coordinator's Appointment Form and Sign Coordinator's Approval Form for *lots* under a *Comprehensive Sign Plan*.

18.0 Permit Applications in Progress

- 18.1 A *permit* application made on or prior to the effective date of this Bylaw is entitled to be processed and, where appropriate, an applicant is entitled to receive a *permit* pursuant to the provisions of the *City of Coquitlam Sign* Bylaw No. 3500, 2000, as amended, provided that the *permit* is claimed by the applicant within thirty (30) days of adoption of this Bylaw, and that construction of the *sign* commences and is proceeded with diligently within sixty (60) days of issuance of the *permit*. An applicant whose application qualifies to be processed pursuant to the provisions of the *City of Coquitlam Sign* Bylaw No. 3500, 2000, as amended, may, in writing, notify the *City* that it wishes the application to instead be processed under this Bylaw.

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19.0 Comprehensive Sign Plan

19.1 The purpose of *Comprehensive Sign Plan* is to coordinate a number of *signs* and *sign* types proposed for a *building*, a group of *buildings*, a multi-tenant complex, or a *sign* proposal for two or more adjoining *lots*. The plan may also pertain to one *lot* where there are multiple tenancies, a planned shopping centre, or a single development of substantial size on a large *lot*. A *comprehensive sign plan* may be submitted to the *General Manager Planning and Development* as part of an application for *permits* for all *signs* provided that:

- (a) a *sign* coordinator is appointed, in writing, by the owner of the *lot* or *lots*, the planned shopping centre, or all the *businesses* involved in the *comprehensive sign plan*;
- (b) the *sign* coordinator has jurisdiction over the proposed *signs*;
- (c) the colour, size and shape of the proposed *signs* are compatible with existing and proposed *signs* and *buildings* on the same *lot*;
- (d) the overall area of *signs* does not exceed total *sign area* allowed for individual *signs* on the subject *lot* or *lots*;
- (e) the *sign areas* for *freestanding signs* cannot be combined to form a single *sign* that exceeds the maximum *sign area* of 20 square metres;
- (f) the *General Manager Planning and Development* will reject a *comprehensive sign plan* which does not meet the above considerations or is not in keeping with the intent of *Council*, as expressed in the preamble of this Bylaw.

19.2 As part of the *comprehensive sign plan* application the *sign* coordinator may:

- (a) calculate the maximum combined *sign area* of all *signs*, excluding *freestanding signs*, *signs* for which a *permit* is not required, *sandwich board signs*, and *time-limited signs*, on a *lot* or *premises* for each *premise frontage* for all the *buildings* on the *lot* or *lots* based on the *permitted sign area* per linear metre; and
- (b) allocate the *sign area* for each *premises* as the *sign* coordinator deems appropriate, even if the *sign area* allocated by the *sign* coordinator exceeds the allowable per *premises frontage* that would normally be *permitted* under the Bylaw.

PART 7 ADDITIONAL REQUIREMENTS

20.0 Building Permits

Any *person* proposing to install an *awning sign* or a *canopy sign* must also apply for a *Building Permit* for this *sign*.

21.0 Maillardville Neighbourhood Centre Development Permit Area

Any *person* proposing to install a *freestanding sign* within the Maillardville Neighbourhood Centre Development *Permit* Area must first obtain a Development *Permit* for this sign.

22.0 Requirements Relating to Structural Soundness

- 22.1 Where a *person*, or owner or occupier of a *lot* or *premises* intends to erect a *fascia sign* or *freestanding sign* on a *lot* or *premises*, the *General Manager of Planning and Development* may require that *person*, or owner or occupier to provide him or her with structural drawings prepared, signed and sealed by a *Professional engineer* as a condition of a *permit*. The costs associated with this will be borne by the *person* or owner or occupier of the *lot* or *premises* on which the *sign* is erected. This requirement will not apply to:
- (a) a *freestanding sign* with an overall *height* of less than 2.5 metres;
 - (b) a *fascia sign* with a horizontal or vertical dimension of less than 3.0 metres, and an area of less than 2.0 square metres;
 - (c) a *sign* painted on, completely recessed or flush mounted on a wall.
- 22.2 If a *sign* has been designed and sealed by a *Professional Engineer*, the owner of the *sign* or his or her authorized agent must have the *sign* inspected by the *Professional Engineer* after erection of the *signs*. A Schedule C-B showing the same *Professional Engineer's* signature and his or her original stamp must be submitted to the *City* within ten (10) working days following the erection of the *sign*.
- 22.3 Where a *person* or owner or occupier of a *lot* or *premises* intends to attached a *sign* to a *building*, and the *General Manager of Planning and Development* may require a *person*, or owner or occupier to provide plans for all wall and *roof* attachments which have been prepared, signed and sealed by at *Professional engineer* as a condition of a *permit*. The costs associated with this will be borne by the *person* or owner or occupier of the *lot* or *premises* on which the *sign* is erected.
- 22.4 Where the site condition, or weight or complexity of the proposed *sign* warrants, or where the *General Manager of Planning and Development* has concern for the structural integrity of a *sign*, or where he or she considers it necessary or advisable, he or she may require a *person*, or owner or occupier of a *lot*, parcel or *premises* where a *sign* is to be erected to provide design, drawings and specifications for the *sign* to the *City*. He or she may require these designs, drawings and specifications to have been prepared, signed and sealed by a *Professional engineer* and that the construction of the *sign* is supervised by that *Professional engineer*. The costs associated with this will be borne by the *person* or owner or occupier of the *lot* or *premises* on which the *sign* is erected.

PART 8 POWERS OF THE CITY REGARDING NON-COMPLIANT SIGNS

23.0 Power to Enter Onto Property and Inspect

- 23.1 The *General Manager of Planning and Development* or the *Manager of Bylaw and Animal Control*, may enter onto any property located in the *City* at all reasonable times to inspect and determine whether the provisions of this Bylaw are being, or have been, complied with.
- 23.2 Where the *General Manager of Planning and Development* considers it advisable, he or she may require a *person*, or owner or occupier of a *lot* or *premises* to provide a report prepared, signed and sealed by at *Professional engineer* which provides assurance as to the structural soundness of a sign. The costs associated with this report will be borne by the *person* or owner or occupier of the *lot*, parcel or *premises*.

24.0 Power to Order and Enter Effect Compliance

- 24.1 If the *General Manager of Planning and Development* or the *Manager of Bylaw and Animal Control* conclude that the provisions of this Bylaw have not been, or are not being, complied with, they may order the *person* responsible for a *non-compliant sign* or an owner or occupier of a *lot* or *premises* upon which a *non-compliant sign* is erected, to immediately remove the *non-compliant sign* or bring it into conformity with the Bylaw.
- 24.2 If the owner or occupier of a *lot* or *premises* fails to obey an order to remove a *sign* or bring the *sign* into conformity with this Bylaw when required to do so pursuant to the provisions of section 20.3 of this Bylaw, the *City* may, after forty-eight (48) hours of having given notice of the order described in that provision, remove the sign.
- 24.3 If the *non-compliant sign* is in such a condition as to be an immediate danger or is a menace to the safety of people on the property, the provisions of 20.4 do not apply, and the *City* may remove the *non-compliant sign* after twenty-four (24) hours of having given of the order to remove the *non-compliant sign*.
- 24.4 If the *City* exercises its right to enter onto property and effect compliance with this Bylaw, it will invoice the *person* responsible for the sign, or the owner or occupier of the *lot* or *premises* on which the *sign* is erected for all costs associated with the removal, transportation and/or storage of the *sign* and the owner or occupier must, upon receipt of that invoice from the *City*, pay the same immediately.
- 24.5 A *person* responsible for a *non-compliant sign* or an owner or occupier of an *lot* or *premises* from which a *non-compliant sign* has been removed by the *City* pursuant to the provisions of this Bylaw, who seeks to reclaim the *non-compliant sign*, must submit a request in writing for return of the *non-compliant sign* to the *General Manager of Planning and Development* within fourteen (14) days of the *non-compliant sign* having been removed, after which time the *non-compliant sign* may be destroyed and/or disposed of in any way the *General Manager of Planning and Development* considers appropriate. Before reclaiming any such sign, the owner must pay all costs associated with the removal, transportation and storage of the *non-compliant sign* up to the date on which the *non-compliant sign* is reclaimed from the *City*.
- 24.6 In the event that a *person* responsible for a *non-compliant sign* or an owner or occupier of a *lot* or *premises* on which a *sign* was removed pursuant to this Bylaw fails to pay the costs for which he or she is responsible, the *Charter* provides that such costs will then be deemed to be taxes in arrears on the *lot* or parcel.

PART 9 ENFORCEMENT

25.0 Offences

Any *person* who contravenes any provision of this Bylaw commits an offence punishable on summary conviction and is liable to a fine not exceeding \$10,000.

26.0 Severability

If any section, subsection, clause or phrase of this Bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

READ A FIRST TIME this 21st day of April, 2008.

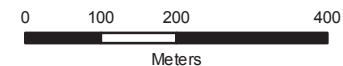
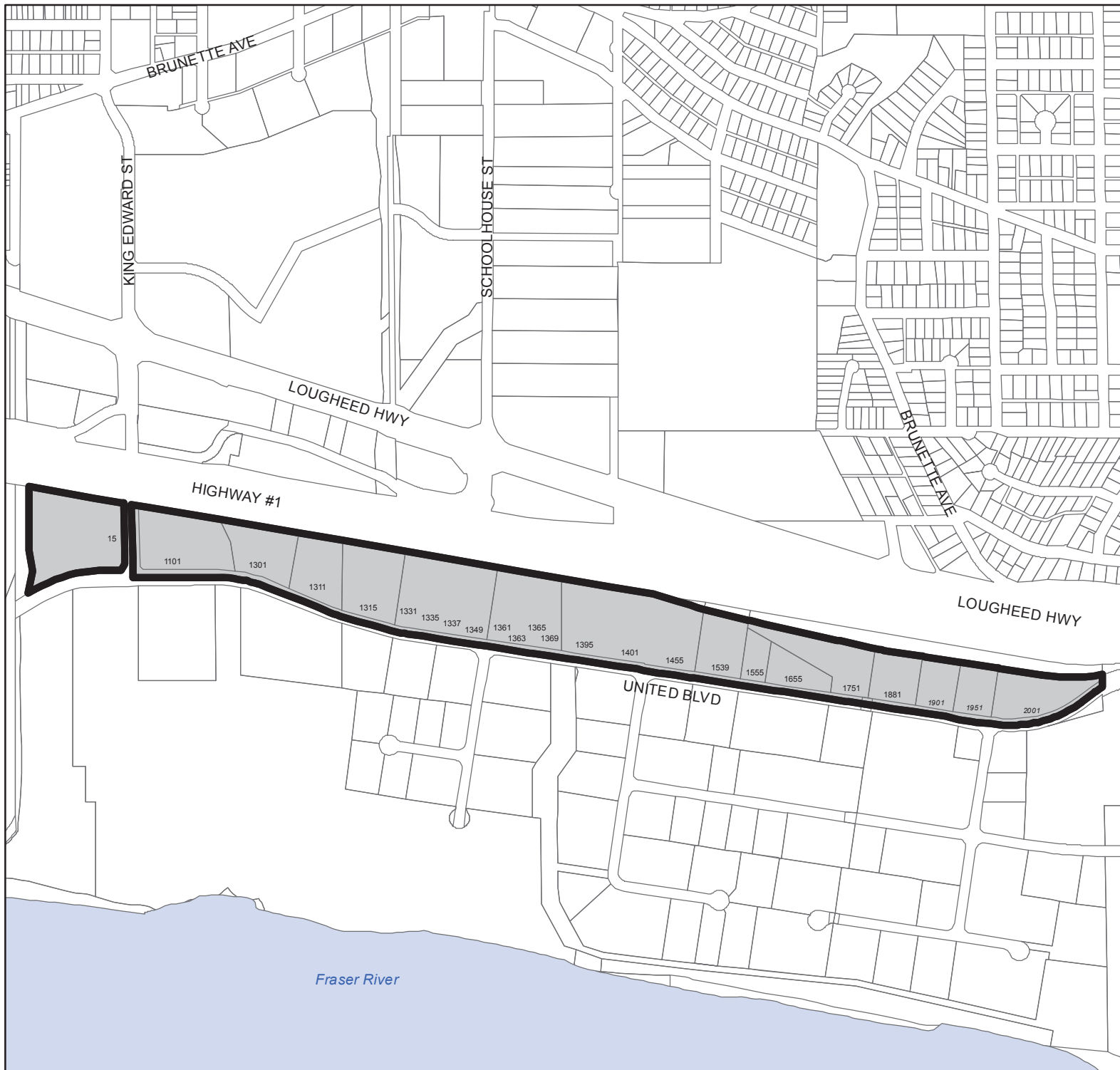
READ A SECOND TIME this 21st day of April, 2008

READ A THIRD TIME this 21st day of April, 2008

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this 5th day of May, 2008.

_____ MAYOR

_____ CLERK



SCALE: 1: 10,000

Date Created: May 13, 2013

Map Projection: UTM Nad1983
Prepared By: Planning & Development
Source: City of Coquitlam

SCHEDULE "A" TO BYLAW 3873, 2008